

## **PRIVACY STATEMENT**

AA Real Estate and Business Brokers recognises the importance of protecting your privacy and personal information. This Privacy Statement is provided to make you aware of how we collect, use and manage information collected from users of our website.

The content of this Privacy Statement may be updated from time to time, so we suggest that you return to our website on a regular basis and carefully read the information provided. By your use of our website you agree to be bound by the terms and conditions of our Privacy Statement.

### **Information collected**

We collect personal and business specific information from vendors who wish to advertise their business/property on our website. We also collect personal information from prospective buyers for the purpose of matching their needs with our current listings.

If you decide to submit information to AA Real Estate and Business Brokers using one of our online forms, or our Confidentiality Deed, we will request certain personal information such as name, address, telephone number, facsimile number and email address. It is important that the information you submit to us through our website is accurate and complete in order for us to address your request or enquiry appropriately.

In addition to the above, when you visit our website, our Internet Service Provider may record your visit and log information for statistical purposes, including:

- the type of browser you are using;
- the number of users who visit our website;
- the date and time of your visits;
- the number of pages viewed per visit;
- traffic patterns; and
- access to information collected.

We collect aggregate information and will not attempt to identify users or track their individual browsing activities.

### **Use of information**

The information collected will only be used for a purpose made known to you, a purpose you would reasonably expect, a purpose required, authorised or permitted by any law, or a purpose otherwise authorised by you. We may use your email address to send our regular newsletters or communications which provide information and updates on new listings, services and special offers. If you receive a newsletter or other mailing from us, you should always be able to 'unsubscribe' to these mailings at any time.

In respect of our Confidentiality Deed, the information collected to identify you and your agreement to the terms and conditions of the Confidentiality Deed is a

requirement to protect the confidentiality and business information of our vendors who are selling their business/property.

### **Disclosure**

AA Real Estate and Business Brokers will only use your personal information for the purpose for which it was collected and any directly related purpose. We will not disclose your personal information to anyone without your consent, unless required to do so by law.

### **Security**

AA Real Estate and Business Brokers strive to ensure the security, integrity and privacy of personal information submitted to us through our website. Unfortunately, no data transmission over the Internet can be guaranteed to be totally secure. As far as permissible under law, we accept no responsibility for the unauthorised access, use or loss of personal information held by AA Real Estate and Business Brokers.

### **Access to Personal Information**

You may contact AA Real Estate and Business Brokers between 9:00am – 5:00pm Monday to Friday (except on public holidays), to gain access to, or amend any of your personal information. You may also request that personal information about you be corrected or deleted by contacting us.

### **Linked websites**

Our website may contain links to other websites. Those links are provided for your convenience only and may not remain current or be maintained. Links to those websites should not be construed as any endorsement, approval, recommendation, sponsorship or preference by AA Real Estate and Business Brokers of the owners or operators of those websites, or for any information, products or services referred to on those other websites. Before disclosing your personal information on any other website, we recommend that you examine the terms and conditions and the privacy statement in respect of that website.

### **Further information**

If you have any questions about this Privacy Statement, please call us at (03) 8610 6983 or email us at [sales@aabusinessbrokers.com.au](mailto:sales@aabusinessbrokers.com.au).