

Privacy Policy

1. Policy purpose

STUDIO HOMES AUSTRALIA (SHA), is dedicated to protecting your privacy, and as such places great emphasis on how we collect, store and use personal information.

This Privacy Policy outlines the approach which SHA takes in relation to the treatment of Personal Information, including how SHA makes the information available for review and correction by the information owner (the individual).

This policy has been drafted with regard to the National Privacy Principles as set out in the Privacy Act (Cth) 1988, and provides for the responsible use of all personal information (anything that identifies you) received or requested via our website and SHA offices, and its Agents.

This policy may change from time to time and will be updated to the policy document regularly.

2. Collection

- (i) SHA will collect information where the information is necessary for SHA to perform and monitor the various functions and activities required by you, to liaise with other service providers and to provide important information about our products and services.
- (ii) SHA collects personal information primarily for the purpose of selling our product and ensuring that the product is delivered correctly and installed according to requirements.
- (iii) Secondary purposes include but are not limited to billing, reporting, account management, business planning and product promotions.
- (iv) Customers are notified of the reasons for collection of Personal Information at point of collection.

3. Use

- 3.1 SHA will use information about the Customer, for any one or more of the following purposes
- (i) to process a purchase agreement or other related documents
 - (ii) to monitor internal and external processes required to fulfil our agreement with you.
 - (iii) to facilitate SHA's internal business operations including fulfilling any legal requirements and systems maintenance and testing.
 - (iv) to record your purchase for the purpose of product warranty

4. Disclosure

- a. SHA may disclose information about you that it collects during the time between acceptance of your order for our product and its completion and handover.
- (i) to SHA's internal departments that provide services for the purposes only of SHA's business on a confidential basis;
 - (ii) To the builder and its consultants for the purpose of fulfilling your order
 - (iii) If you request SHA to do or if you consent or where the Law requires or permits SHA to do so.

5. Definitions

Direct Marketing means the promotion of goods or services via communications tools including written, electronic and verbal.

Disclosure means the release of information.

SHA means STUDIO HOMES AUSTRALIA (SHA) ABN 76103759977

Personal Information means information or an opinion, whether true or not and whether recorded in a material form or not, about an individual whose identity is apparent, or can reasonably be ascertained from the information or opinion.

Primary purpose is the fundamental and leading reason for the information collection.

Access your personal information

You can access, change or provide new information to SHA at any time.

Please make a request in writing to: STUDIO HOMES AUSTRALIA (SHA) enquire@studiohomesaustralia.com.au.

Note: We are required by law to keep your information sometimes after you are no longer our customer. Your information is kept for a specified period on our historic database, and then permanently deleted.