

Privacy Policy

Last updated: 09/01/2017 (9th January 2017)

Tania Stott ABN respects and upholds your right to privacy protection under the Privacy Act 1988, and complies with the Australian Privacy Principles in respect to the collection, use, disclosure and handling of Personal Data and Information.

Tania Stott owns and operates <http://taniastott.com> (the Site) and various social media and multimedia sharing accounts (Linked Accounts). This page informs you of our policies regarding the collection, use and disclosure of Personal Data and Information we receive from users of the Site and Linked Accounts.

What Personal Data and Information we collect

While using our Site, we may ask you to provide us with certain personally identifiable information that can be used to contact or identify you. Personally identifiable information may include, but is not limited to your name and email address.

The kinds of Personal Data and Information we collect and hold about you may include:

- Contact details such as your name, telephone number(s), postal, residential and email address(es)
- Survey Responses
- Loga Data such as IP address and website usage analytics
- Billing, Invoicing and credit information that is needed from time to time
- Government issued identifiers, such as Tax File Numbers and Australian Business Numbers (which are only used in accordance with the Privacy Act)

Why we collect Personal Data and Information

We may use Personal Data and Information for the following reasons:

- to enable us to provide and optimise services to our clients and users
- to communicate information about our products and services
- for our internal administrative, planning, product development, marketing and research
- to consider the suitability of applicants for employment with us

We will also collect Personal Data and Information where it is reasonably necessary to do so for the conduct of our business. In the course of our business, we often hold information about a range of people including clients, potential clients, suppliers, contractors, business associates and their employees, former and prospective employees and contractors and other persons who may come into contact with us.

We may use your Personal Data and Information to contact you with newsletters, information about the Site and Linked Accounts, links to posts and blog articles, business marketing materials, promotional offers, and other information and correspondence that you have opted in to receive via sign up or registration, or provided for business purposes. You may opt out at any time by unsubscribing, or by contacting us with a request to remove your Personal Data and Information from our databases if a procedure to unsubscribe is unavailable.

How we collect Personal Data and Information

We primarily collect Personal Data and Information from you directly, via sign up or registration. We may also send Cookies and collect Personal Data and Information via Log Data.

Cookies

A Cookie is a piece of information that our web server may send to your machine when you visit our web site(s). The Cookie is stored on your machine, but does not identify you or give us any information about your computer. A Cookie helps us to recognise you when you revisit our web site(s) and to coordinate your access to different pages on our web site(s). With most Internet Browsers, you can erase Cookies from your computer hard drive, block all Cookies, or receive a warning before a Cookie is stored. If you want to do this, refer to your Browser instructions or help screen to learn more.

Log Data

We collect information that your browser sends whenever you visit the Site. This Log Data may include information such as your computer's IP address, browser type, browser version, the pages of the Site that you visited, the time and date of your visit, the time spent on those pages and other statistics. In addition, we may use third party services such as Google Analytics that collect, monitor and analyse this log data.

Disclosure of Personal Data and Information to third parties

We collect Personal Data and Information only to provide and improve services and increase efficiency of communication between us and the user. Occasionally we may transfer Personal Data and Information between software applications with which we hold accounts. Except where required by law, we do not disclose, share, rent or sell Personal Data and Information to third parties.

How your Personal Data and Information is stored and secured

The security of your Personal Data and Information is important to us. While we protect your Personal Data and Information on shared or dedicated servers and local computers, we cannot guarantee its absolute security.

To safeguard Personal Data and Information we will endeavour, where permissible, to use secure techniques to protect your information, including secure servers, firewalls, encryption, and password protected accounts, files and folders.

We will take reasonable steps to:

- protect the Personal Data and Information we hold from misuse and loss and from unauthorised access, modification or disclosure
- destroy or permanently de-identify Personal Data and Information if a person requests for removal of their Personal Data and Information from its storage in our databases, servers, hard disks, external storage and accounts

Access, Accuracy and Correction

You have a right to request a copy of the Personal Data and Information we hold about you at any time. If your Personal Data and Information changes, if you have a concern about how we are handling your Personal Data and Information, we will endeavour to provide a procedure to correct, update or remove the Personal Data and Information you have provided. You may also request us to amend your Personal Data and Information where you believe it is outdated.

Links to other sites

Websites operated by us may contain links to other sites operated by third parties. We make no representations or warranties as to the privacy practices of any third-party site and are not responsible for the privacy policies of other sites. We advise that you check the privacy policies on those sites.

Changes To This Privacy Policy

We may change this policy from time to time and will notify you by posting an updated version of this policy on this website.

Contacting Us

If you have any questions about this Privacy Policy, please contact us via the Site contact page.