Welcome to ELDERS BATEMANS BAY

Data Collection Notice

This privacy policy outlines the personal information handling practices of Elders Real Estate Batemans Bay ACN 107 181 402 (“us” or “we”). Elders is not an entity bound by the Privacy Act 1988 and has not opted-in to the Australian Privacy Principles under Section 6EA. This policy is written in simple language. We respect the privacy of your personal information and treat it in accordance with this statement. If you have any concerns or would like to access your personal information that we hold, please contact Elders Real Estate Batemans Bay on 4472 5566

Overview

We collect, hold, use and disclose personal information to carry out business functions or activities. These functions and activities include:

- promoting and marketing the Elders Real Estate network and Elder Real Estate Members;
- promoting and marketing Elders Real Estate; selling and renting residential and/or commercial property;
- providing information to vendors, purchasers and the public on real estate and related areas;
- advertising properties listed with Elders Real Estate;
- establishing and attending training programs, seminars and conferences for Elders Real Estate and Elders Real Estate Members; and
- undertaking activities in support of our functions and activities including human resources, corporate administration, property management and public relations activities.

Collection of your Personal Information

When we refer to personal information we mean information from which your identity is reasonably apparent. This information may include information or an opinion about you. At all times we try to only collect the information we need for the particular function or activity we are carrying out. Each time you contact us, you may provide us with personal information about yourself or others that we need to use to provide you with our services. The main way we collect personal information about you is when you give it to us, for example when you attend an open for inspection of a property with Elders Real Estate.

We will only use or disclose your personal information for the primary purpose of our business or purposes related to our business activities. The primary purpose of our business includes, but is not limited to providing further information about our services. You may provide personal information to us to receive information about products or services offered through our website, to purchase such products and services, to receive newsletters or become involved in promotions or other initiatives commenced by us. This personal information may include details such as your name, age, gender, contact information, products and services you are interested in or require more information about. If you purchase or request products and services from us we may also request your preferences for receiving further marketing or promotional material. We require some of this information to provide services to you, as indicated by mandatory fields on some forms. For non-mandatory fields, the choice of how much information you provide to us is yours. We seek this information to process your request for information and provide that information to you, to improve the quality of our products and services and to assist you to determine which products and services best meet your needs.

How we use your Personal Information

We may use your personal information to deliver services you have requested (for example, responding to an inquiry for information concerning a property). We may also use your personal information to send you periodic mailings containing information on new services and upcoming events that may interest you. If at any stage you decide that you do not wish to receive such material, please let us know by following the Opt-Out procedure below and we will ensure that your name is removed from our contact list.

Business without Identifying You

In some circumstances it will be necessary for Elders or its affiliates to identify you in order to successfully do business with you, however, where it is lawful and practicable to do so, we will offer you the opportunity of doing business with us without providing us with personal information, for example, if you make general inquiries about real estate or the market.

Direct Marketing

From time to time we may use your personal information to provide you with current information about real estate, offers you may find of interest, changes to our organisation, or new products or services being offered by us or any company with whom we are associated. If you do not wish to receive marketing information, you may at any time decline to receive such information by telephoning us on (02) 4472 5566 or by emailing us at batemansbay@eldersrealestate.com.au. If the direct marketing is by email you may also use the unsubscribe function. We will not charge you for giving effect to your request and will take all reasonable steps to meet your request at the earliest possible opportunity.

Opt-out Procedure

To opt out at any time email us at batemansbay@eldersrealestate.com.au or phone our office on 4472 5566

Security & Sensitive Information

We use all reasonable efforts to keep your personal information secure, accurate and up-to-date. We will only collect sensitive information about you with your consent. Sensitive information is personal information that includes information relating to your racial or ethnic origin, political persuasion, memberships in trade or professional associations or trade unions, sexual preferences, criminal record, or health.

How we may Change this Statement

We reserve the right to amend or update this Statement so long as no change or amendment has a retrospective detrimental affect to your privacy rights. This privacy policy came into existence 11 March 2014.