

Privacy Policy

This Privacy Policy applies to this website which is owned and operated by Deborah Kleinert & Associates Pty Ltd as trustee for The Kleinert Family Trust trading as Deborah Kleinert & Associates ABN 79 576 305 935 ("**KLA**") under the domain name at www.thebusinessspecialist.com.au, www.deborahkleinert.com and www.deborahkleinert.com.au.

By providing personal information, you consent to the practices set out in this Privacy Policy and use and, in some cases, disclosure of your personal information for the purposes set out below.

Collection of information

KLA may collect personal information from you, such as your name, address, phone number, email address, occupation, company, title, position and interests when you use our website or otherwise contact with us (such as making a request for our products or services).

KLA may also collect **cookies** from your computer, which enables us to tell how and when you use the website. This information can include your IP address, browser type, domain names, access times, pages within the website which you visit and referring website addresses. You have the ability to accept or decline cookies on your computer. Most web browsers automatically accept cookies, but you can usually modify your browser setting to decline cookies. If you choose to decline cookies, your experience of our website and any interactive features of the website, may be restricted and/or not possible.

Use and disclosure of information

KLA may collect personal information about you for the following reasons:

- (i) reviewing, updating, improving, developing and, in general, providing our website, electronic newsletters, other products and services and our business generally
- (ii) providing you with information about our website, products and/or services and, in some circumstances, about other business's products and services which we think may be of interest to you;
- (iii) responding to your queries and/or complaints; and
- (iv) legal and regulatory compliance.

Non-identifiable information may be collected regarding you and other website users in order to monitor website usage, visitor numbers, pages viewed, frequency and time spent on different website pages. Non-identifiable information may be used for business development purposes, improvements to our website, products and services and for marketing and forecasting. Non-identifiable information is not protected by this Privacy Policy and may be shared with advertisers and other third parties.

KLA will not sell, rent or lease customer lists to third parties.

KLA will only disclose your personal information to other persons/businesses/government agencies in the following circumstances:

1. where you have consented to us doing so;
2. for purposes connected with the provision of our website, products and services such as where it is reasonably required by our external suppliers to provide technology solutions (such as website hosting and cloud data storage) and to help us market our website, products and services; or
3. without your consent (and possibly without notice to you) if we are required to do so by law to protect and defend our rights or property or where we reasonably consider it necessary for personal safety reasons (whether in regards to you, another website user or a member of public).

Security

We take reasonable steps within industry standard to ensure information that you provide and we store is protected from unauthorized use, loss or disclosure. These steps include a range of physical and electronic security measures, such as limiting access to our computers and databases. However, you acknowledge that the security, confidentiality and integrity of information transmitted over the internet cannot be guaranteed and we offer no warranties as to its security.

Transfer out of Australia

Sometimes our web hosting or data storage service (or other third party service we use) may transfer data outside of Australia. You consent to the transfer and/or storage of your personal information outside of Australia where this is done in the normal course of the services provided by our third party supplier. While we only use third party suppliers who we believe are reputable, we in no way vouch for the adequacy of their security procedures or their data treatment practices. To the extent legally permissible, you release us from all liability related to the treatment or use of that data by our third party services.

Public message boards, directory listings, networking etc

Any information (including personally identifiable and sensitive information) which you disclose on any public forum or other messaging service provided on the website may be viewed, collected and used by other website users whose actions are outside of our control. You acknowledge that any such information may be available to other website users and is not subject to the protections set out in this Privacy Policy. Please take care in determining what information you disclose.

Links to/from other websites

KLA are not responsible for the privacy statements or manner of data collection or use of any external websites that are linked from or to our website. Where you follow a link to an external website you do so at your own risk.

E-newsletters and other electronic promotions

By providing your email address you consent to us sending you our electronic newsletter and other emails related to the marketing and administration of the website, our products and services and the products and services of businesses which we believe may be of interest to you. All promotional emails will include the option to unsubscribe from receiving further emails or you can unsubscribe from such emails by contacting us as set out above.

Amendments to Privacy Policy

We may update this Privacy Policy by publishing a new version on the website. The most recently updated Privacy Policy is the one that applies to your information. If you are concerned about the use of your information you should periodically check to see if any changes have been made to the Privacy Policy.

By using our website you confirm that you are an Australian resident and of eighteen years of age (or more). This Privacy Policy is governed by the laws of Victoria and each party submits to the non-exclusive jurisdiction of the courts of Victoria.

If you have any questions about this Privacy Policy or the treatment of your personal information, please use the [Connect](#) page on the website or email us at deborah@thebusinessspecialist.com.au. For any urgent matters, you can call us on (+61) 0488 179 327.