

## **Australian Architectural Fire Doors Privacy Policy**

Last Updated: 30/01/24

At Australian Architectural Fire Doors, we are committed to protecting the privacy and security of the personal information of our customers and website visitors. This Privacy Policy outlines how we collect, use, disclose, and safeguard your information when you interact with our company, including when you visit our website or engage with our services.

### **Information We Collect:**

#### **Personal Information:**

We may collect personal information such as your name, contact details, and job title when you provide it to us voluntarily.

#### **Website Usage Information:**

We may automatically collect information about your visit to our website, including your IP address, browser type, and the pages you access. This helps us improve our website and tailor our services to better meet your needs.

We may request that you furnish personal information directly to our websites, which may include the following details:

- Full name
- Email address
- Mailing address
- Telephone number
- Mobile phone number
- Username and password
- Personal preferences
- Details of purchases and orders
- Information about products you are interested in, like, or own
- Demographic information (e.g., household members, country of residence, age, and gender)
- Customer satisfaction-related information, including survey responses
- Purchasing habits and other details, such as product registration
- Interests and hobbies
- Resume, cover letter, and other employment-related materials

## **How We Use Your Information:**

### **Providing Services:**

We use your personal information to deliver the products and services you request, including the installation and maintenance of fire doors.

### **Communication:**

We may use your contact information to communicate with you about our products, services, and important updates. You can opt-out of these communications at any time.

### **Improving Our Services:**

We analyse website usage information to enhance the user experience, optimize our content, and improve the functionality of our website.

## **Information Sharing:**

### **Third-Party Service Providers:**

We may share your information with third-party service providers who assist us in delivering our products and services. These providers are required to maintain the confidentiality and security of your information.

### **Legal Compliance:**

We may disclose your information to comply with legal obligations, enforce our policies, or respond to legal requests.

## **Security:**

### **Data Security:**

We employ industry-standard security measures to protect your information from unauthorized access, disclosure, alteration, and destruction.

## **Your Choices:**

### **Opt-Out:**

You can opt-out of receiving promotional communications from us by following the instructions provided in our communications.

### **Access and Correction:**

You have the right to access and correct your personal information. Please contact us if you wish to review or update your information.

**Changes to This Privacy Policy:**

We may update this Privacy Policy from time to time to reflect changes in our practices. We will notify you of any significant changes by posting the updated policy on our website.

**Contact Us:**

If you have any questions, concerns, or requests regarding this Privacy Policy or our data practices, please contact us at 07 3888 5911.