

19 Alfred Avenue Privacy Policy

This Privacy Policy outlines how the *information* obtained by **Leyton Property Pty Ltd** is collected, used, processed and disclosed from the website and other *channels*.

By visiting this website, you agree to the terms of this Privacy Policy. If you do not agree with this *policy*, please do not visit this website.

Contents:

1. Information Collected
2. Using, Processing and Disclosing Information
3. Requesting Access to Personal Information
4. Request to Withdraw Personal Information
5. Contact Us

Please Note: this policy may be updated at any time without notice, we advise you to check the policy regularly for amendments.

1. Information Collected

Leyton Property Pty Ltd and relevant third-party service providers collect your information when:

- (a) You use any of our related services or associated channels. Including, but not limited to subscribing to newsletters or registering for events.
- (b) You browse our services, products or otherwise interact with our website or associated channels.
- (c) You interact with our team or other representatives, for example via our website contact form, emails, telephone calls, face-to-face meetings (unless otherwise specified).
- (d) You interact with us on our current or future Social Media accounts, such as liking our posts, etc.
- (e) You sign up to our affiliate marketing partner networks, i.e. MailChimp (Electronic Direct Mail).
- (f) We consult publicly available sources of information, or receive references or referrals from marketing and sales agent partners, related companies, and third parties. For example, where they refer you to us or vice versa.
- (g) Our third-party analytics or other service providers, business or commercial partners, provide your personal data to us, which was collected and processed by them and disclosed to us pursuant to their separate privacy policies.
- (h) In addition to the above, you voluntarily submit your personal data to us for any reason.

2. Using, Processing and Disclosing Information

Leyton Property Pty Ltd might use your personal information to:

- (a) Send your marketing communications in relation to our sales, products, promotions or other relevant news.
- (b) Communicate with you in relation to your queries, request and feedback or material changes to our website (or other channels), or for matters relating your interest or involvement in this project.

Leyton Property Pty Ltd might process your personal information:

- (a) Internally to present you with relevant information related to the project.
- (b) Externally to develop marketing communications tailored to your interest or involvement in the project or to send you offers related to the project.
- (c) For other purposes related to the project.

We will do our best to ensure the disclosure of your personal data is minimal, and only pursued where necessary, to perform the related purpose or additional purpose. We may also disclose your personal data for secondary purposes, if related to the purpose or additional purpose, or you would reasonably expect us to use or disclose the information for the secondary purpose.

Leyton Property Pty Ltd may disclose your personal information to:

- (a) Our employees, consultants or other representatives.
- (b) Our professional advisers, including: marketer and sales agents.
- (c) Agents, contractors or service providers who help provide our services to you.
- (d) Any other party whom you authorise us to disclose your personal data to.

Further, you agree that should we sell, merge or otherwise change control of our business or this project, our database may be subject to disclosure without notice or prior consent.

3. Requesting Access to Personal Information

At any time, you may request access to your personal information that we have stored. To do so, please contact us.

To amend or correct any personal information that we have stored, please contact us.

4. Request to Withdraw Personal Information

To withdraw your personal information from our system, please contact us.

We cannot personally guarantee the complete withdrawal of your personal information from the systems of our third-party service providers.

5. Contact Us

Should you wish to get in touch with Leyton Property Pty Ltd in regards to this Privacy Policy, please contact us at tom@leytonproperty.com.au.

This policy was last updated on February 22, 2020.

Interpretation of Terms

For the purpose of this Policy, all italicised terms throughout this document have the following meanings:

“Channels” - means collectively, 19 Alfred Avenue’s website, associated widgets and any other website or applications related to this project. As well as, Electronic Direct Mail, surveys and other project related applications currently used, or that will be used in the future, for information or marketing purposes.

“Legislation, Laws” - means the *Privacy Act 1988* (Cth), the *Spam Act 2003* (Cth), their respective subsidiary legislations and regulations as well as all other relevant law.

“Policy” - refers to this Privacy Policy.

“Personal Data or Information” - means any data, whether accurate or not, that we have collected from you; including data in our records, or data supplied to us by third-party service providers.

“Project” - means ‘19 Alfred Avenue’, the project depicted on this website and relevant channels.

“Third-Party Service Providers” - refers to third-party service providers who might receive your personal information.

“We, our or us” - means Leyton Property Pty Ltd.

For further clarity on these terms, or other terms used in this policy, please contact us.