

PRIVACY POLICY

I Service Vans (Bundow Pty Ltd) is committed to protecting the privacy of personal information. Without reservation, I Service Vans respects the right of privacy with respect to the personal information of each customer with whom we deal. Personal information is defined under the Privacy Act 1988. I Service Vans, as an Australian Privacy Principle entity under the Act, complies with the Australian Privacy Principles which commenced on 12 March 2014.

The kinds of information we collect and hold:

- Personal information relating to the products and services we provide or have provided to you with respect to vehicle servicing and repair.
- Your name, position, organisation, contact details and identification information (including government-issued tax business and company numbers)
- Transactional information such as credit card details and bank details relating to purchases from, payments to and dealings with I Service Vans.
- Vehicle details and service history including vehicle make, model, age, registration and condition.

How we collect personal information:

- Directly from the customer in order to provide quotations, servicing advice and vehicle repair
- From previous vehicle records sold by I Sell Vans.

How we hold personal information:

- We take reasonable steps to maintain the security of personal information to protect it from unauthorised disclosure.
- Personal information is stored in electronic format on our secure data base accessible by duly authorised I Service Vans employees.

The purpose for collection and use of personal information:

- I Service Vans will only use and disclose personal information for the purpose of which it was disclosed or for the related purposes which you would reasonably expect without your permission.
- Personal information will not be revealed, sold, distributed, rented, licensed, shared or passed on to any third party by I Service Vans unless consent has been granted by the customer or I Service Vans is required to do so by law.
- I Service Vans only collects and use your information to provide products and services to you or information about products or services available to you as an I Service Vans customer.
- I Service Vans is committed to the confidentiality of each customers personal information and its use strictly in accordance with Australian Privacy Principles.

How to access your personal information, correct personal information or make a privacy complaint:

- I Service Vans is accountable for the limited personal information it collects. Should you wish to access, review or correct your personal information we hold, please contact I Service Vans by email to admin@iservicevans.com.au
- You may also use this email address to notify us of a privacy complaint that you may have against us if you think we have failed to comply with our obligations under the Australian Privacy Principles.

Please check I Service Vans website (www.iservicevans.com.au) for any updates to this policy.