

Privacy Policy

Sometimes, while doing our job, we work with private information. Some of it might be about your people. Some about your business. Most of it will come from you or will be provided by your people. Some of it will be in material provided by people with whom you do business.

We consider your privacy needs to be of utmost importance. We uphold all the conditions of The Privacy Act. We also err on the side of caution. When we collect or store sensitive information, we do not violate its privacy. Ever. We simply do not collect or use your information except in accordance with our job brief. Our systems are kept secure, and if we are privy to any information about which we have concern, we will alert you.

If we are provided with private information from another source, we will let you know. We have set up our registration page to enable you to control the information you give us. Please use it if security is very important to you. We act exactly in accordance with your privacy regulations when these are provided to us.

We keep information in security controlled paper-based records or in electronic form in our databases. If your information is no longer needed, we will either delete it from our systems or de-identify it, so that it cannot be attributed to you personally. We only disclose information about you as needed to vendors that we represent and organisations that we use so that we can do the job you've asked of us. If you wish that information to be withheld from couriers, marketers and our financial institutions, please let us know in advance.

We do everything possible to make sure the information we hold is accurate, and we will put into effect any changes that you ask for. You may view the personal information that we have stored at any time. Just email, fax or write to us to view it (Note: This will not include any passwords or security relevant information. And, for privacy reasons, we do not send it by return). If you are forwarded to another site or organisation, we are not responsible for the privacy practices or content of that site or organisation.

More information on privacy legislation is available from the Federal Privacy Commissioner at www.privacy.gov.au

Can I get more information about my personal information?

You can contact us at any of the following:

Email: webmaster@anytimeit.com.au

Facsimile: 1300 799 203

Post: Anytime IT Pty Ltd

Suite 4, Level 1, 2 Horwood Place

Parramatta NSW 2150