

Value my property Bundaberg is committed to protecting your privacy in compliance with the *Privacy Act 1988* (Cth) and the Australian Privacy Principles (APPs). This document sets out Value my property Bundaberg condensed Privacy Notice. Value my property Bundaberg also has a full Privacy Policy, which contains information about how you can complain about any breach by of the APPs or an applicable APP Code.

During the course of your involvement with Value my property Bundaberg, we may collect, use or disclose personal information about you for the following purposes:

- Assisting you to sell your property;
- Assisting you appraising your property;

Recording or accessing information at the Titles Registry Office or other government agency;

The types of personal information we may collect, use or disclose about you includes but is not limited to:

- Your full name;
- Your home telephone number;
- Your work telephone number;
- Your mobile telephone number;
- Details of properties owned by you;

In order to provide products and services to you, we may disclose your personal information to the persons/organizations described below:

- The Titles Registry Office or other government agencies;

In the course of providing services to you, it may be necessary for us to enter your personal information into forms generation software and real estate websites. Depending on the terms of use of such software and websites, a third party may acquire rights to use or disclose information entered into the relevant forms or websites.

We may disclose your personal information to recipients within Australia or to overseas recipients. Should information be required to be sent interstate or overseas, we will take steps to protect the privacy of your information.

We need your permission to collect, use and disclose your personal information, and we therefore ask that you sign the consent on the first page of this document to indicate your consent.

In the event that you do not consent to Value my property Bundaberg collecting and releasing your personal information as described above, we may be unable to provide the services requested by you.

#### **Access to, and correction of personal information**

You have the right to request access to your information and to request that Value My Property Bundaberg update or correct your personal information. A charge may apply for providing access to your information. Our Privacy Policy contains further information about how you may request access to, and correction of, your personal information.