

Replas takes the issues surrounding customer privacy extremely seriously. This document outlines our purpose and policy on information gathering. Should you have any questions or concerns relating to the use of your personal information please email us at [communications@replas.com.au](mailto:communications@replas.com.au).

## **Reason for data collection**

Information is gathered from website visitors in a number of ways and includes surveys, competitions, registration to receive electronic newsletters as well as business cards. This information enables us to develop our database for newsletter distribution and to improve the way we communicate with our contacts.

## **Email**

When you provide your email address to Replas it will be added to our database so that we can respond to a specific question you have put to us either by email/letter/feedback forum or telephone. It will be retained and used for all further communication such as electronic newsletter, updates on articles, or products. If at any time you wish to unsubscribe from any of our mailings you may do so by responding to the automatic unsubscribe link found at the foot of all newsletters, or simply by emailing [communications@replas.com.au](mailto:communications@replas.com.au).

## **Use of cookies**

Replas does not use 'cookies'. Some companies use these to track advertising information and website usage. A cookie is a small piece of data that is sent to your computer via your browser and is stored on the hard drive. It enables the website next time you visit to remember who you are.

## **Spam**

Replas will not use your data for spam or bulk email distribution. General activities such as newsletters distribution and other product communication will be minimal.

## **Articles submitted by you for publication**

If you submit a photo, story, or news article to Replas we will forward a draft of any article for your final approval prior to publication. We will not print without your full permission.

## **Electronic newsletters, updates and web content**

All newsletter articles will also be posted to our blog, Twitter and Facebook accounts.

## **Security**

While we strive to keep the information that you supply, directly or indirectly, secure please be aware that the Internet is not a fully secure medium. If directed by a government authority to provide your personal details to a government directed body we are likely to comply.

## **Policy changes**

Use of our site constitutes acceptance of our privacy policy. Changes to this policy may occur from time to time and such changes will be published on our website(s).