## **Privacy Policy**

Nistune Developments respects your privacy as a business supplier, or customer. This privacy policy explains how Nistune Developments looks after your personal data in accordance with the European General Data Protection Regulations (GDPR).

## 1.0 SUPPLIERS AND BUSINESS CONTACT INFORMATION

- 1.1 We may hold business contact information if we intend to purchase or have purchased products from your business. This information is stored in our email and invoicing systems only, and only shared with our accountants for tax purposes.
- 1.2 The contact information we hold is your business name, contact name, telephone number, email address, website information and address details.
- 1.3 The legal basis for processing your data is 'legitimate interest' because Nistune Developments requires this information for purchase ordering and accounting traceability.
- 1.4 We do not use your personal data for any marketing, automated decision making or profiling.
- 1.5 Your rights concerning your personal data are:
  - You can ask to see the personal data we hold about you and we will show you, free of charge
  - We will update the personal data to correct errors when you tell us about them
  - We will supply you with an electronic copy of the personal data we hold about you if you ask us to
  - We will stop processing your personal data if you tell us to
  - We will delete your personal data if you ask us to from our invoicing and email systems.
  - Note that personal data cannot be deleted from offline backup media
- 1.6 If you wish to contact us, please refer to Section 7 of this policy.

## 2.0 CUSTOMERS / PROSPECTS

- 2.1 When you sign up to our services, such as our website shopping cart or forums, or contact us via telephone or email, we may ask for personal information about you, and hold this information to enable us to contact you, provide quotations, estimate delivery costs and process orders for delivery to you.
- 2.2 The personal information we hold when you order from our shopping cart online, is stored on our providers server, and may include your title, name, e-mail address, postal address, telephone or mobile number, and any specific requests and vehicle details that you may have purchased or enquired about.
- 2.3 Online orders, email orders or phone orders which collect this personal information, are subsequently entered into our offline invoicing system, and only shared with our accountants for tax purposes.

2.4 When you create a forum profile on our forum website, it will request minimal information, including forum name and email address, which you control by logging into our forum. You may also complete additional optional details including your name, date of birth, interests, occupation, location, and social media handles. You may

delete, amend or request us to delete or amend this information at any time.

2.5 If you are aged 18 or under, you must get your parent/guardian's permission before you provide us with your

personal information. Unless you have this consent, you are not allowed to give us your information.

2.6 We do not store credit card details, unless the customer is a workshop who specifically requests us to keep

their information, which is then held off-line.

2.7 We will not share any of your personal details with any 3rd party companies for marketing purposes.

2.8 It is possible we might have to disclose this information for legal purposes.

2.9 The legal basis for processing your data is 'legitimate interest'. Nistune Developments uses your information

for the purposes stated in section 2.1

2.10 We do not use your personal data for any automated decision making or profiling.

2.11 We may to contact you after your initial order has been placed, to provide technical information or product

updates. We may remove your personal information on request.

2.12 Your rights concerning your personal data are:

You can ask to see the personal data we hold about you and we will show you, free of charge

We will update the personal data to correct errors when you tell us about them

• We will supply you with an electronic copy of the personal data we hold about you if you ask us to

We will stop processing your personal data if you tell us to

We will delete your personal data if you ask us to from our invoicing and email systems.

· Note that personal data cannot be deleted from offline backup media

2.13 If you wish to contact us, please refer to Section 3 of this policy.

## 3.0 CONTACT DETAILS

Nistune Developments,
Matt Brown
PO Box, Surrey Downs SA 5126
Telephone: +61 403 358 142

Email: info@nistune.com