

## OVERVIEW:

Last updated: June 24, 2025

This policy explains how Earth & Shelter collects, uses, and safeguards the personal information you share when visiting earthandshelter.com or working with the studio.

## PRIVACY POLICY:

### 1. Studio Details

**Earth & Shelter**  
ABN 24 550 637 684  
earthandshelter.com  
hello@earthandshelter.com

### 2. Information Collected

**What you share:**

- Name, email, phone.
- Project briefs, files, ideas.
- Messages, feedback, form responses.

**What we collect:**

- Pages you visit and time spent browsing.
- Referral source.
- IP address, browser, device details.
- Cookies and similar tools to remember your preferences and improve your experience.

### 3. Why It Matters

**Personal information helps us:**

- Scope and deliver projects with clarity.
- Communicate smoothly and respond to your needs.
- Refine our processes and keep the website running well.
- Meet our obligations under the Privacy Act 1988.

### 4. Sharing Information

**Your data is never sold. We share only what's necessary with:**

- Service partners (hosting, email platform, analytics, payments) under privacy agreements.
- Authorities when required by law.

### 5. Cookies & Tracking

**We may use cookies and similar technologies to:**

- Remember your settings or preferences
- Understand how visitors interact with the site (via tools like Google Analytics)
- Display embedded content (e.g., YouTube videos), which may set their own cookies

Third-party providers may collect usage data according to their own privacy policies. You can manage cookies through your browser settings.

### 6. Your Rights

**Under Australian privacy laws, you may:**

- Access the personal information we hold about you.
- Ask us to correct anything that's inaccurate.
- Request deletion of your data where lawful.
- Lodge a complaint with the Office of the Australian Information Commissioner.

To make a request, email hello@earthandshelter.com. We'll reply within 30 days.

### 7. Data Retention

Information is kept only as long as needed to deliver our services or meet legal requirements. When no longer required, it's securely deleted or anonymised.

### 8. Security

We use reasonable measures—administrative, technical, and physical—to protect your data. If you suspect any issue, please let us know right away.

### 9. Children

Our site and services are for adults. Personal data from anyone under 16 isn't knowingly collected; if it happens, we'll delete it promptly.

### 10. Changes to This Policy

We may update this policy occasionally. The "Last updated" date shows when it was most recently revised. We encourage you to review it from time to time.

## CONTACT:

### Earth & Shelter

*Creative work by grounded people.*  
hello@earthandshelter.com | earthandshelter.com