

Privacy Policy

1. Introduction

This Privacy Policy sets out how **Itsaccounted4 Solutions Pty Ltd** (“we”, “us”, “our”) collects, uses, stores, and discloses personal information in accordance with the *Privacy Act 1988 (Cth)* and the *Australian Privacy Principles*.

By accessing or using this website, you consent to the collection, use, and disclosure of your personal information as described in this Privacy Policy.

2. Personal Information We Collect

We may collect personal information including, but not limited to:

- Name
- Email address
- Phone number
- Business details
- Any other information you voluntarily provide via forms, emails, or other contact methods

We only collect personal information that is reasonably necessary for our business functions or activities.

3. How We Collect Personal Information

Personal information is collected directly from you when you:

- Submit an enquiry or contact form
- Communicate with us via email or phone
- Use or interact with our website

We may also collect certain non-identifiable information automatically (such as IP address, browser type, and usage data) to improve website functionality and performance.

4. Use of Personal Information

We may use your personal information for purposes including:

- Responding to enquiries
- Providing services
- Communicating with you

- Improving our website and services
- Complying with legal and regulatory obligations

We will not use your personal information for purposes unrelated to our business without your consent, unless required or authorised by law.

5. Disclosure of Personal Information

We do not sell, rent, or trade your personal information.

We may disclose personal information to:

- Professional advisers, contractors, or service providers who assist us in operating our business
- Regulatory authorities or government bodies where required by law

Any third parties we engage are required to handle personal information in accordance with applicable privacy laws.

6. Storage and Security

We take reasonable steps to protect personal information from misuse, interference, loss, unauthorised access, modification, or disclosure.

While we implement appropriate security measures, no data transmission over the internet can be guaranteed as completely secure. You acknowledge and accept this risk when providing information online.

7. Access and Correction

You may request access to personal information we hold about you and request corrections if the information is inaccurate, out of date, incomplete, or misleading.

Requests can be made using the contact details below.

8. Cookies and Analytics

This website may use cookies or similar technologies to enhance user experience and analyse website traffic. You can adjust your browser settings to refuse cookies if you prefer.

9. Third-Party Websites

This website may contain links to external websites. We are not responsible for the privacy practices, policies, or content of third-party sites.

10. Changes to This Policy

We may update this Privacy Policy from time to time. Any changes will be effective immediately upon publication on this website.

11. Contact Us

If you have any questions, concerns, or complaints about this Privacy Policy or how your personal information is handled, please contact:

Itsaccounted4

Email: info@itsaccounted4.com.au
