

WEBSITE TERMS AND CONDITIONS OF USE

1. About the Website

- (a) Welcome to www.sunhousecreativeco.com (**Website**). The Website is a platform to book photography, content creation and social media management services (**Services**).
- (b) The Website is operated by Sunhouse Creative Co. Pty Ltd (ACN 687395937). Access to and use of the Website, or any of its associated Products or Services, is provided by Sunhouse Creative Co. Pty Ltd. Please read these terms and conditions (**Terms**) carefully. By using, browsing and/or reading the Website, this signifies that you have read, understood and agree to be bound by the Terms. If you do not agree with the Terms, you must cease usage of the Website, or any of Services, immediately.
- (c) Sunhouse Creative Co. Pty Ltd reserves the right to review and change any of the Terms by updating this page at its sole discretion. When Sunhouse Creative Co. Pty Ltd updates the Terms, it will use reasonable endeavours to provide you with notice of updates to the Terms. Any changes to the Terms take immediate effect from the date of their publication. Before you continue, we recommend you keep a copy of the Terms for your records.
- (d) You agree that may, in its sole discretion and without prior notice, modify, discontinue, or restrict the use of any portion of the Website or Services, including the availability of any features, database, or content. shall not be liable to you or to any third party for any modification, suspension, or discontinuance of the Website or Services.

2. Acceptance of the Terms

You accept the Terms by remaining on the Website. You may also accept the Terms by clicking to accept or agree to the Terms where this option is made available to you by Sunhouse Creative Co. Pty Ltd in the user interface.

3. Registration to use the Services

- (a) In order to access the Services, you must first register for an account through the Website (**Account**).
- (b) As part of the registration process, or as part of your continued use of the Services, you may be required to provide personal information about yourself (such as identification or contact details), including:
 - (i) Email address
 - (ii) Preferred username
 - (iii) Mailing address
 - (iv) Telephone number

- (v) Password
- (vi) Business name
- (c) You warrant that any information you give to Sunhouse Creative Co. Pty Ltd in the course of completing the registration process will always be accurate, correct and up to date.
- (d) Once you have completed the registration process, you will be a registered member of the Website (**Member**) and agree to be bound by the Terms.
- (e) You may not use the Services and may not accept the Terms if:
 - (i) you are not of legal age to form a binding contract with Sunhouse Creative Co. Pty Ltd; or
 - (ii) you are a person barred from receiving the Services under the laws of Australia or other countries including the country in which you are resident or from which you use the Services.
- (f) As a Member, you acknowledge and agree that upon booking any Services:
 - (i) a non-refundable deposit of 15% of the total service fee is required to secure your booking
 - (ii) you must sign and return the service agreement within 2 days of receiving it
 - (iii) failure to meet these requirements may result in the cancellation of your booking and forfeiture of any deposits paid

4. Your obligations as a Member

- (a) As a Member, you agree to comply with the following:
 - (i) you will use the Services only for purposes that are permitted by:
 - (A) the Terms; and
 - (B) any applicable law, regulation or generally accepted practices or guidelines in the relevant jurisdictions;
 - (ii) you have the sole responsibility for protecting the confidentiality of your password and/or email address. Use of your password by any other person may result in the immediate cancellation of the Services;
 - (iii) any use of your registration information by any other person, or third parties, is strictly prohibited. You agree to immediately notify Sunhouse Creative Co. Pty Ltd of any unauthorised use of your password or email address or any breach of security of which you have become aware;
 - (iv) access and use of the Website is limited, non-transferable and allows for the sole use of the Website by you for the purposes of Sunhouse Creative Co. Pty Ltd providing the Services;
 - (v) you will not use the Services or the Website in connection with any commercial endeavours except those that are specifically endorsed or approved by the management of Sunhouse Creative Co. Pty Ltd;

- (vi) you will not use the Services or Website for any illegal and/or unauthorised use which includes collecting email addresses of Members by electronic or other means for the purpose of sending unsolicited email or unauthorised framing of or linking to the Website;
- (vii) you agree that commercial advertisements, affiliate links, and other forms of solicitation may be removed from the Website without notice and may result in termination of the Services. Appropriate legal action will be taken by Sunhouse Creative Co. Pty Ltd for any illegal or unauthorised use of the Website; and
- (viii) you acknowledge and agree that any automated use of the Website or its Services is prohibited.

5. Payment

- (a) All payments made in the course of your use of the Services are made using Stripe and Paypal. In using the Website, the Services or when making any payment in relation to your use of the Services, you warrant that you have read, understood and agree to be bound by the Stripe and Paypal terms and conditions which are available on their website.
- (b) You acknowledge and agree that where a request for the payment of the Services Fee is returned or denied, for whatever reason, by your financial institution or is unpaid by you for any other reason, then you are liable for any costs, including banking fees and charges, associated with the Services Fee.
- (c) You agree and acknowledge that Sunhouse Creative Co. Pty Ltd can vary the Services Fee at any time.
- (d) You acknowledge and agree that all Services Fees must be paid within 7 days of invoice date. The Services Fee shall be payable according to the payment schedule specified in the service agreement, and any deviation from this schedule must be approved in writing by Sunhouse Creative Co. Pty Ltd.
- (e) You acknowledge and agree that a non-refundable deposit of 15% of the total Services Fee must be paid upon signing of the service agreement, and all signed contracts must be returned within 2 business days of receipt. Failure to provide the signed agreement and deposit within this timeframe may result in the cancellation of the proposed services and release of any reserved project dates.
- (f) You acknowledge and agree that may, at its sole discretion and without prior notice, suspend or terminate your access to the Website and Services if you breach these Terms or engage in any conduct that believes, in its sole discretion, violates any applicable law or is harmful to the interests of , its affiliates, or any third party.

6. Refund Policy

- (a) Sunhouse Creative Co. Pty Ltd will only provide you with a refund of the Services Fee in the event they are unable to continue to provide the Services or if the manager of

Sunhouse Creative Co. Pty Ltd makes a decision, at its absolute discretion, that it is reasonable to do so under the circumstances (**Refund**).

- (b) Any benefits set out in this Terms and Conditions may apply in addition to consumer's rights under the Australian Consumer Law.
- (c) If you cancel the Services with less than 7 days notice, any deposit paid will be forfeited. Cancellations made with more than 7 days notice will receive a refund of the deposit less a 5% administrative fee. Rescheduling of Services is subject to availability and must be requested in writing at least 7 days prior to the scheduled service date.

7. Copyright and Intellectual Property

- (a) The Website, the Services and all of the related products of Sunhouse Creative Co. Pty Ltd are subject to copyright. The material on the Website is protected by copyright under the laws of Australia and through international treaties. Unless otherwise indicated, all rights (including copyright) in the Services and compilation of the Website (including but not limited to text, graphics, logos, button icons, video images, audio clips, Website code, scripts, design elements and interactive features) or the Services are owned or controlled for these purposes, and are reserved by Sunhouse Creative Co. Pty Ltd or its contributors.
- (b) All trademarks, service marks and trade names are owned, registered and/or licensed by Sunhouse Creative Co. Pty Ltd, who grants to you a worldwide, non-exclusive, royalty-free, revocable license whilst you are a Member to:
 - (i) use the Website pursuant to the Terms;
 - (ii) copy and store the Website and the material contained in the Website in your device's cache memory; and
 - (iii) print pages from the Website for your own personal and non-commercial use.

Sunhouse Creative Co. Pty Ltd does not grant you any other rights whatsoever in relation to the Website or the Services. All other rights are expressly reserved by Sunhouse Creative Co. Pty Ltd.

You must not, without the prior written consent of Sunhouse Creative Co. Pty Ltd:

- (a) modify, adapt, translate or reverse engineer any portion of the Website;
 - (b) use the Website or Services for any commercial purposes unless explicitly authorized;
 - (c) sublicense, resell, rent, lease, transfer or assign the Website access or Services; or
 - (d) create derivative works based on any content from the Website.
- (c) Sunhouse Creative Co. Pty Ltd retains all rights, title and interest in and to the Website and all related Services. Nothing you do on or in relation to the Website will transfer any:
 - (i) business name, trading name, domain name, trade mark, industrial design, patent, registered design or copyright, or

- (ii) a right to use or exploit a business name, trading name, domain name, trade mark or industrial design, or
 - (iii) a thing, system or process that is the subject of a patent, registered design or copyright (or an adaptation or modification of such a thing, system or process).
- (d) You may not, without the prior written permission of Sunhouse Creative Co. Pty Ltd and the permission of any other relevant rights owners: broadcast, republish, up-load to a third party, transmit, post, distribute, show or play in public, adapt or change in any way the Services or third party Services for any purpose, unless otherwise provided by these Terms. This prohibition does not extend to materials on the Website, which are freely available for re-use or are in the public domain.
- (e) You acknowledge and agree that all content and materials available on the Website are protected by copyrights, trademarks, service marks, patents, trade secrets, or other proprietary rights and laws. Except as expressly authorised by , you agree not to sell, license, rent, modify, distribute, copy, reproduce, transmit, publicly display, publicly perform, publish, adapt, edit, or create derivative works from such materials or content.
- (f) You agree to indemnify and hold harmless from any claim or demand, including reasonable attorneys' fees, made by any third party due to or arising out of your breach of these Terms, your violation of any law, or your violation of the rights of a third party.

8. Privacy

Sunhouse Creative Co. Pty Ltd takes your privacy seriously and any information provided through your use of the Website and/or Services are subject to Sunhouse Creative Co. Pty Ltd's Privacy Policy, which is available on the Website.

9. General Disclaimer

- (a) Nothing in the Terms limits or excludes any guarantees, warranties, representations or conditions implied or imposed by law, including the Australian Consumer Law (or any liability under them) which by law may not be limited or excluded.
- (b) Subject to this clause, and to the extent permitted by law:
 - (i) all terms, guarantees, warranties, representations or conditions which are not expressly stated in the Terms are excluded; and
 - (ii) Sunhouse Creative Co. Pty Ltd will not be liable for any special, indirect or consequential loss or damage (unless such loss or damage is reasonably foreseeable resulting from our failure to meet an applicable Consumer Guarantee), loss of profit or opportunity, or damage to goodwill arising out of or in connection with the Services or these Terms (including as a result of not being able to use the Services or the late supply of the Services), whether at common law, under contract, tort (including negligence), in equity, pursuant to statute or otherwise.

- (c) Use of the Website and the Services is at your own risk. Everything on the Website and the Services is provided to you "as is" and "as available" without warranty or condition of any kind. None of the affiliates, directors, officers, employees, agents, contributors and licensors of Sunhouse Creative Co. Pty Ltd make any express or implied representation or warranty about the Services or any products or Services (including the products or Services of Sunhouse Creative Co. Pty Ltd) referred to on the Website. This includes (but is not restricted to) loss or damage you might suffer as a result of any of the following:
- (i) failure of performance, error, omission, interruption, deletion, defect, failure to correct defects, delay in operation or transmission, computer virus or other harmful component, loss of data, communication line failure, unlawful third party conduct, or theft, destruction, alteration or unauthorised access to records;
 - (ii) the accuracy, suitability or currency of any information on the Website, the Services, or any of its Services related products (including third party material and advertisements on the Website);
 - (iii) costs incurred as a result of you using the Website, the Services or any of the products of Sunhouse Creative Co. Pty Ltd; and
 - (iv) the Services or operation in respect to links which are provided for your convenience.
- (d) Any dispute arising out of or in connection with these Terms, including any question regarding its existence, validity, or termination, shall be referred to and finally resolved by arbitration under the ACICA Arbitration Rules. The seat of arbitration shall be Sydney, Australia. The language of the arbitration shall be English. The number of arbitrators shall be one.

10. Limitation of liability

- (a) Sunhouse Creative Co. Pty Ltd's total liability arising out of or in connection with the Services or these Terms, however arising, including under contract, tort (including negligence), in equity, under statute or otherwise, will not exceed the resupply of the Services to you.
- (b) You expressly understand and agree that Sunhouse Creative Co. Pty Ltd, its affiliates, employees, agents, contributors and licensors shall not be liable to you for any direct, indirect, incidental, special consequential or exemplary damages which may be incurred by you, however caused and under any theory of liability. This shall include, but is not limited to, any loss of profit (whether incurred directly or indirectly), any loss of goodwill or business reputation and any other intangible loss.
- (c) Notwithstanding the foregoing limitations, nothing in these Terms shall exclude or limit Sunhouse Creative Co. Pty Ltd's liability for death or personal injury caused by negligence, fraud or fraudulent misrepresentation, or any other liability that cannot be excluded or

limited by Australian law. Any claim against Sunhouse Creative Co. Pty Ltd must be brought within 5 days after the cause of action arises.

11. Competitors

If you are in the business of providing similar Services for the purpose of providing them to users for a commercial gain, whether business users or domestic users, then you are a competitor of Sunhouse Creative Co. Pty Ltd. Competitors are not permitted to use or access any information or content on our Application. If you breach this provision, Sunhouse Creative Co. Pty Ltd will hold you fully responsible for any loss that we may sustain and hold you accountable for all profits that you might make from such a breach.

12. Termination of Contract

- (a) The Terms will continue to apply until terminated by either you or by Sunhouse Creative Co. Pty Ltd as set out below.
- (b) If you want to terminate the Terms, you may do so by:
 - (i) providing Sunhouse Creative Co. Pty Ltd with 14 days' notice of your intention to terminate; and
 - (ii) closing your accounts for all of the services which you use, where Sunhouse Creative Co. Pty Ltd has made this option available to you.

Your notice should be sent, in writing, to Sunhouse Creative Co. Pty Ltd via the 'Contact Us' link on our homepage.

- (c) Sunhouse Creative Co. Pty Ltd may at any time, terminate the Terms with you if:
 - (i) you have breached any provision of the Terms or intend to breach any provision;
 - (ii) Sunhouse Creative Co. Pty Ltd is required to do so by law;
 - (iii) the provision of the Services to you by Sunhouse Creative Co. Pty Ltd is, in the opinion of Sunhouse Creative Co. Pty Ltd, no longer commercially viable.
- (d) Subject to local applicable laws, Sunhouse Creative Co. Pty Ltd reserves the right to discontinue or cancel your membership at any time and may suspend or deny, in its sole discretion, your access to all or any portion of the Website or the Services without notice if you breach any provision of the Terms or any applicable law or if your conduct impacts Sunhouse Creative Co. Pty Ltd's name or reputation or violates the rights of those of another party.
- (e) For the purposes of these Terms, a breach shall include, but is not limited to:
 - (i) failure to sign and return required contract documents within 3 days of receipt;
 - (ii) non-payment or late payment of any required deposit or fee;
 - (iii) provision of false or misleading information in relation to the Services; or

(iv) unauthorised use or sharing of Sunhouse Creative Co. Pty Ltd's intellectual property or materials.

13. Indemnity

You agree to indemnify Sunhouse Creative Co. Pty Ltd, its affiliates, employees, agents, contributors, third party content providers and licensors from and against:

- (a) all actions, suits, claims, demands, liabilities, costs, expenses, loss and damage (including legal fees on a full indemnity basis) incurred, suffered or arising out of or in connection with your content;
- (b) any direct or indirect consequences of you accessing, using or transacting on the Website or attempts to do so; and/or
- (c) any breach of the Terms.

14. Dispute Resolution

14.1. Compulsory:

If a dispute arises out of or relates to the Terms, either party may not commence any Tribunal or Court proceedings in relation to the dispute, unless the following clauses have been complied with (except where urgent interlocutory relief is sought).

14.2. Notice:

A party to the Terms claiming a dispute (**Dispute**) has arisen under the Terms, must give written notice to the other party detailing the nature of the dispute, the desired outcome and the action required to settle the Dispute.

14.3. Resolution:

On receipt of that notice (**Notice**) by that other party, the parties to the Terms (**Parties**) must:

- (a) Within 28 days of the Notice endeavour in good faith to resolve the Dispute expeditiously by negotiation or such other means upon which they may mutually agree;
- (b) If for any reason whatsoever, 28 days after the date of the Notice, the Dispute has not been resolved, the Parties must either agree upon selection of a mediator or request that an appropriate mediator be appointed by the Australian Mediation Association;
- (c) The Parties are equally liable for the fees and reasonable expenses of a mediator and the cost of the venue of the mediation and without limiting the foregoing undertake to pay any amounts requested by the mediator as a precondition to the mediation commencing. The Parties must each pay their own costs associated with the mediation;

(d) The mediation will be held in Brisbane, Australia.

14.4. Confidential

All communications concerning negotiations made by the Parties arising out of and in connection with this dispute resolution clause are confidential and to the extent possible, must be treated as "without prejudice" negotiations for the purpose of applicable laws of evidence.

14.5. Termination of Mediation:

If 2 months have elapsed after the start of a mediation of the Dispute and the Dispute has not been resolved, either Party may ask the mediator to terminate the mediation and the mediator must do so.

15. Venue and Jurisdiction

The Services offered by Sunhouse Creative Co. Pty Ltd is intended to be viewed by residents of Australia. In the event of any dispute arising out of or in relation to the Website, you agree that the exclusive venue for resolving any dispute shall be in the courts of Queensland, Australia.

16. Governing Law

The Terms are governed by the laws of Queensland, Australia. Any dispute, controversy, proceeding or claim of whatever nature arising out of or in any way relating to the Terms and the rights created hereby shall be governed, interpreted and construed by, under and pursuant to the laws of Queensland, Australia, without reference to conflict of law principles, notwithstanding mandatory rules. The validity of this governing law clause is not contested. The Terms shall be binding to the benefit of the parties hereto and their successors and assigns.

17. Severance

If any part of these Terms is found to be void or unenforceable by a Court of competent jurisdiction, that part shall be severed and the rest of the Terms shall remain in force.

18. Data Collection and Usage

By using the Website and/or Services, you consent to Sunhouse Creative Co. Pty Ltd collecting, storing, and processing your personal information, including but not limited to your name, contact details, and usage data. You have the right to access, correct, or request deletion of your personal information by contacting us. We implement appropriate technical and organizational measures to protect your data and will only share it with third parties where necessary for service provision or as required by law.

For booking-related information, we maintain additional security measures including encrypted storage of payment details, secure processing of booking contracts, and restricted access

protocols. Booking-specific data including dates, preferences, and special requirements will be retained only for the duration necessary to fulfill our services and meet legal obligations. We conduct regular security audits of our booking systems and require our booking platform providers to maintain industry-standard security certifications.

EXECUTED by SUNHOUSE CREATIVE CO. PTY LTD ACN [insert ACN] in accordance with section 127 of the Corporations Act 2001 (Cth):

A handwritten signature in black ink, consisting of a stylized 'L' followed by a long horizontal stroke.

Signature of Sole Director

Leah Croker

Name of Sole Director

04 June 2025