

## **Empire Trade's Privacy Policy**

Empire Trade Exchange Pty Ltd ABN 51 123 948 630

Empire Trade Exchange Pty Ltd understands that your privacy is important to you. It also is important to us. We appreciate that visitors and users of this web site are concerned about their privacy and the confidentiality and security of any information that may be provided to us.

Our primary purpose in collecting personal information is to provide for safe, fair, and efficient trading within the membership base. This allows us to provide services and features that meet the needs of the members. Only personal information necessary for this purpose is requested. If you establish a direct debit agreement with us to pay the fees we charge automatically, we collect some additional necessary information, including billing address, credit card number and credit card expiration date and/or bank account details.

Information provided by members and visitors to our site may be used for the administrative purposes of the company and for the provision of membership services. The company does not sell or rent any personal information that is supplied to a third party.

Our members' log in section employs safe, secure encryption technology to protect your personal information and a member's username, password and PIN.

In general, this site does not use cookies. However, some applications and services available from this site may use cookies to track business processes. If you have configured your browser to reject all cookies you are still able to view information on our site.

You may encounter "cookies" or other similar devices when you visit members' websites linked from certain pages of our Site. For example, if you view a web page created by a member, there may be a "cookie" placed within that web page. We do not control the use of cookies by third parties.

If you choose to post messages in our classifieds and/or our auction site, we will collect and store such information that you disclose to us and which is necessary for us to achieve our primary purpose above. Personal correspondence, such as emails or letters, or information sent to us by other users or third parties about your activities or postings on the site, may be collected into a file specific to you.

We use personal information about you to troubleshoot problems, and help ensure fair-trading on our site. We use your billing or email address to forward invoices and statements of account, and to provide other Empire Trade services, administration notices, and promotional information. You are able to elect not to receive promotional information by contacting hg@au.empireXchange.com, or phoning Empire Trade Exchange Pty Ltd on 07 5437 7220.

While we make every effort to protect your personal information, due to technical limitations, we cannot ensure that all of your private communications and other personal information will never be disclosed. We also may lawfully disclose your personal information for law enforcement or regulatory purposes to third parties under certain legal requirements. Third parties may also unlawfully intercept or access transmissions or private communications, or extract your business contacts from our website.

To allow trading amongst our membership base, members have access to other members' business names and contact information. By signing our application for membership, you agree to respect other members' personal and business information obtained from our site, and to use it only for the purposes of transacting business dealings with them. Our policy strictly prohibits unsolicited, commercial email (spam). Members who are ascertained to have used business email contacts to send spam will be issued with a warning that they are in breach of our Operating Rules and Regulations, and further abuse of members' privacy rights may result in suspension of trading and termination of the offender's trading account. You are encouraged to report any incidence of spamming to hq@au.empireXchange.com. Under no circumstances is a member to disclose details from our membership base to a third party without our consent, or the consent of the other users.

Members are issued with a password on successful application for membership. All members are encouraged to change this password on the first occasion that they log into the Empire Trade secure section of our site. Members are responsible for the protection of their password. Empire Trade takes no responsibility for any actions resulting from a member choosing to disclose their password to a third party. If you have reason to believe that your password has been compromised, you are advised to immediately change your password by logging on to our secure site, or phone us Membership Accounts 07 5437 7220.

Members can access and update their personal information from the secure section of our website, and are requested to promptly update their information whenever it changes. Under certain circumstances, members can request to deactivate their account and remove their business information from our membership directory by advising us in writing of this intention.

An individual has the right under the Freedom of Information Act 1992 to have access to and correction of their personal information held by Empire Trade Exchange Pty Ltd. To obtain further information, contact hq@au.empirexchange.com.