



MAREEBA
Mazda

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Dealer
2016

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MAREEBA
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PRIVACY POLICY

Introduction

Mete Motor Group Pty Ltd trading as Mareeba Mazda & Mareeba Mitsubishi ("we" / "us" / "our") is committed to protecting the privacy of our customers. We endeavour to at all times adhere to privacy guidelines set by the *Privacy Act 1988*.

Before, or at the time of collecting personal information, we will identify the purposes for which information is being collected.

We will collect and use personal information solely with the objective of fulfilling those purposes specified by us, with the knowledge of transparency of both parties.

We are committed to conducting our business in accordance with these principles in order to ensure that the confidentiality of personal information is protected and maintained.

This policy applies to all persons accessing our website (www.mareebamazda.com.au & www.mareebamitsubishi.com.au), dealing with us or from whom we otherwise collect personal information.

1. Personal Information

We will only retain personal information as long as necessary for the fulfilment of those purposes.

Personal data should be relevant to the purposes for which it is to be used, and, to the extent necessary for those purposes, should be accurate, complete, and up-to-date.

We protect personal information by reasonable security safeguards against loss or theft, as well as unauthorized access, disclosure, copying, use or modification.

The information that is collected via our website (via completed form) is as follows:

- Your name
- Your email address
- Your phone number
- Some details about your vehicle - where applicable
- Some basic finance details - where applicable for enquiries related to Finance
- Any additional information that you choose to provide

You can browse our website without registering any of your personal information.

We do not disclose any information collected to any organization not related to our company.

We will use your information to contact you for the reason of which you supplied it. We will also use it to contact you for any other necessary matters of business.

We will from time-to-time use your email address to keep you informed of any announcements or promotions. You have the opportunity to opt out of receiving emails from us at any time and/or requesting all personal information gathered to be deleted.

2. Access Personal Information

Under the Freedom of Information Act 1982 you can make a request to view your personal information that we have collected. You can make a request in writing addressed to:

David Mete - Dealer Principal
Email: admin@mareebamm.com.au
Mail: PO Box 586 Mareeba QLD 4880

Should you feel any personal information that we have collected to be incorrect, you can make a request to have it updated.

Signed: