

Jolson Privacy Policy

Effective Date: 12.07.2024

At Jolson we are committed to protecting your privacy and ensuring that your personal information is handled in a safe and responsible manner. By using our services or visiting our website, you consent to the collection, use, and disclosure of your information as described in this Privacy Policy. This Privacy Policy explains how we collect, use, disclose, and protect your personal information when you visit our website or engage our architectural services. Our privacy policy adheres to the National Privacy Policy of the Commonwealth Privacy Act 1988 (Privacy Act).

1. Information we collect

We may collect and process the following types of personal information:

- Contact Information: Name, email address, phone number, and postal address.
- Project Information: Details about your architectural project, including property information, design preferences, and related details.
- Financial Information: Payment details, billing address, and other financial data necessary for processing payments.
- Technical Information: IP address, browser type, operating system, and other technical details when you visit our website.
- Communication Information: Records of your communications with us, including emails, phone calls, and messages.

2. Why we collect information

Any personal information we collect is used to deliver effective services to you and keep you updated on Jolson's activities in other areas. During the provision of our services, Jolson may need to disclose your personal information to third parties if required by law. In all cases, such disclosure is carried out strictly in accordance with the privacy act.

We use your personal information for the following purposes:

- Service Delivery: To provide and manage our architectural services, including project planning, design, and implementation.
- Communication: To communicate with you about your project, respond to your inquiries, and send updates or information.
- Billing and Payments: To process payments and manage billing and invoicing.
- Improvement of Services: To improve our services, website, and customer experience.
- Legal Compliance: To comply with legal obligations and resolve disputes.

3. Use and Disclosure of Your Information

We may share your personal information with third parties in the following circumstances:

- Service Providers: We may share your information with third-party service providers who assist us in delivering our services, such as contractors, consultants, and payment processors.
- Legal Requirements: We may disclose your information if required by law, court order, or government regulation.

- Business Transfers: In the event of a merger, acquisition, or sale of our business, your information may be transferred to the new owners

4. Data Security

We implement appropriate technical and organizational measures to protect your personal information against unauthorized access, disclosure, alteration, and destruction. However, no data transmission over the internet or storage system can be guaranteed to be 100% secure.

5. Your Rights

You have the following rights regarding your personal information:

- Access: You can request access to the personal information we hold about you.
- Correction: You can request that we correct any inaccurate or incomplete information.
- Deletion: You can request that we delete your personal information, subject to certain legal exceptions.
- Objection: You can object to the processing of your personal information in certain circumstances.
- Withdrawal of Consent: You can withdraw your consent to our processing of your personal information at any time.

6. Cookies and Tracking Technologies

We use cookies and similar tracking technologies to enhance your experience on our website. You can manage your cookie preferences through your browser settings.

7. Third-Party Links

Our website may contain links to third-party websites. We are not responsible for the privacy practices or content of these websites. We encourage you to review the privacy policies of any third-party sites you visit.

8. Changes to This Privacy Policy

We may update this Privacy Policy from time to time. Any changes will be posted on this page with an updated effective date. We encourage you to review this Privacy Policy periodically.

9. The Privacy Officer

If you have any questions or concerns about this Privacy Policy or our data practices or wish to update your details, please contact our Privacy Officer.

Leanne McLaughlin info@jolson.com.au
Jolson Corp Pty Ltd 03 8656 7100
58-60 Greville St
Pahran VIC 3181

10. Accuracy of Information

Jolson processes and [procedures ensure the information we retain is accurate and in real time. If any information is incorrect, please contact the Privacy Officer.

11. Website Disclaimer

The content on the Jolson website is intended exclusively to help you assess Jolson Architecture's expertise and abilities. It has been compiled with diligence and in good faith by Jolson.

12. Email Disclaimer

This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. Any disclosure, copying or distribution of this email or any attachment is

prohibited. If you have received this email in error please notify the system manager and delete any copy from your system. Any confidentiality, privilege or copyright is not waived or lost because this email or document has been sent to you in error.

Please note that any views or opinions presented in this email are solely those of the author and do not necessarily represent those of the company. Finally, the recipient should check this email and any attachments for the presence of viruses. The company accepts no liability for any damage caused by any virus transmitted by this email.