



# PRIVACY POLICY

## POLICY DOCUMENT

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## STATEMENT OF PROPRIETARY INFORMATION

The information contained in this document is owned by Starblazer Media. The document may not be disclosed, duplicated, or used, for any purpose, in whole or in part, by any other party without the prior written consent of Starblazer Media.

The information contained herein is subject to change without notice. Starblazer Media shall not be liable for technical or editorial errors or omissions contained herein. The master copy of this document is stored in electronic format and this document is uncontrolled once printed.

## CHANGE HISTORY

Date	Version	Author	Nature of Change
14/09/2014	0.1	Nick Grebneff	First Draft
12/09/2015	1.0	Nick Grebneff	Corrected Typos and finalised

## EXECUTIVE SUMMARY

### PURPOSE

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This following document sets forth the Privacy Policy for the **Starblazer Media** website, [www.starblazer-media.com.au](http://www.starblazer-media.com.au).

**Starblazer Media** is committed to providing you with the best possible customer service experience. **Starblazer Media** is bound by the Privacy Act 1988, which sets out a number of principles concerning the privacy of individuals.

## COLLECTION OF YOUR PERSONAL INFORMATION

There are many aspects of the site which can be viewed without providing personal information, however, for access to future **Starblazer Media** customer support features you are required to submit personally identifiable information. This may include but not limited to a unique username and password, or provide sensitive information in the recovery of your lost password.

Some services provided through this site may require you to provide additional information such as a business name, ABN, or contact details. Such information collected for these services is the minimal details required to provide these services and may be required for regulatory purposes by bodies that are responsible for governing these services.

Some services may require you to submit credit card information. No credit card details are actually collected or retained by Starblazer Media but instead are handled via payment gateway provider services that are used to collect payments for services. If you have any concern regarding the handling of this information you should consult the payment gateway provider directly.

## SHARING OF YOUR PERSONAL INFORMATION

We may occasionally hire other companies to provide services on our behalf, including but not limited to handling customer support enquiries, processing transactions or customer freight shipping. Those companies will be permitted to obtain only the personal information they need to deliver the service. **Starblazer Media** takes reasonable steps to ensure that these organisations are bound by confidentiality and privacy obligations in relation to the protection of your personal information.

## USE OF YOUR PERSONAL INFORMATION

For each visitor to reach the site, we expressly collect the following non-personally identifiable information, including but not limited to browser type, version and language, operating system, pages viewed while browsing the Site, page access times and referring website address. This collected information is used solely internally for the purpose of gauging visitor traffic, trends and delivering personalized content to you while you are at this Site.

From time to time, we may use customer information for new, unanticipated uses not previously disclosed in our privacy notice. If our information practices change at some time in the future we will use for these new purposes only, data collected from the time of the policy change forward will adhere to our updated practices.

## CHANGES TO THIS PRIVACY POLICY

Starblazer Media reserves the right to make amendments to this Privacy Policy at any time. If you have objections to the Privacy Policy, you should not access or use the Site.

## ACCESSING YOUR PERSONAL INFORMATION

You have a right to access your personal information, subject to exceptions allowed by law. If you would like to do so, please let us know. You may be required to put your request in writing for security reasons. Starblazer Media reserves the right to charge a fee for searching for, and providing access to, your information on a per request basis.

## CONTACTING US

Starblazer Media welcomes your comments regarding this Privacy Policy. If you have any questions about this Privacy Policy and would like further information, please contact us by any of the following means during business hours Monday to Friday.

### E-MAIL:

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[privacy@starblazer-media.com.au](mailto:privacy@starblazer-media.com.au)

### POST:

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Attn: Privacy Policy,  
Starblazer Media,  
2 Mistral Court,  
Hallett Cove, SA 5158,  
AUSTRALIA

### CALL:

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0416 368 522

## GLOSSARY

Term	Definition



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### Designing for you as if it were for me

[www.starblazer-media.com.au](http://www.starblazer-media.com.au)

At Starblazer Media we take pride and delight in producing designs for others as if we were designing for ourselves. The end result is all important to us and we strive to ensure that your quality and professionalism is communicated through the designs that we produce for you. We believe that your customers will judge your business in every aspect that they interact with you and that includes electronic and printed communications.

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