

Avant Solar Energy Pty Ltd is committed to providing quality services to you and this policy outlines our ongoing obligations to you in respect of how we manage your Personal Information. We have adopted the Australian Privacy Principles (APPs) contained in the Privacy Act 1988 (Cth) (the Privacy Act). The NPPs govern the way in which we collect, use, disclose, store, secure and dispose of your Personal Information.

A copy of the Australian Privacy Principles may be obtained from the website of The Office of the Australian Information Commissioner at www.aaic.gov.au

What is Personal Information and why do we collect it?

Personal Information is information or an opinion that identifies an individual. Examples of Personal Information we collect includes names, property addresses, email addresses, phone, and facsimile numbers. This Personal Information is obtained in many ways including solar lead businesses such as Solar-Quotes, correspondence, by telephone and facsimile, by email, via our website <https://avantsolarenergy.com.au>, from your website, from media and publications, from other publicly available sources, from cookies and from third parties (Friend or family – referral). We don't guarantee website links or policy of authorized third parties. We collect your Personal Information for the primary purpose of providing our services to you, providing information to our clients and marketing. We may also use your Personal Information for secondary purposes closely related to the primary purpose, in circumstances where you would reasonably expect such use or disclosure. You may unsubscribe from our database and mailing/marketing lists at any time by contacting us in writing. When we collect Personal Information, we will, where appropriate and where possible, explain to you why we are collecting the information and how we plan to use it.

Sensitive Information

Sensitive information is defined in the Privacy Act to include information or opinion about such things as an individual's racial or ethnic origin, political opinions, membership of a political association, religious or philosophical beliefs, membership of a trade union or other professional body, criminal record, or health information.

Sensitive information will be used by us only:

- For the primary purpose for which it was obtained
- For a secondary purpose that is directly related to the primary purpose
- With your consent, or where required or authorized by law.

Third Parties

Where reasonable and practicable to do so, we will collect your Personal Information only from you. However, in some circumstances we may be provided with information by third parties. In such a case we will take reasonable steps to ensure that you are made aware of the information provided to us by the third party. Third party may also include our subcontractors who conduct site visits and/or the installation on your property.

The information collected by any third party such as Google, social media websites, Lead Generations businesses/websites, our/your Inter Service Provider, external links on the Avant Solar Energy website, Avant Solar Energy ClientRelation Management website and website plugins is not subject to this privacy policy. Avant Solar Energy does not control or accept any responsibility for third party privacy or information collection.

Avant Solar Energy will not disclose your personal information to third parties for the purposes of marketing and research. Avant Solar Energy will contact you before we share your personal information with any other parties and will get your permission before doing so.

Disclosure of Personal Information

Your Personal Information may be disclosed in several circumstances including the following:

- Third parties for the provision of financial services, if and to the extent that customers choose to use such services.
- Where required or authorized by law.

Security of Personal Information

Your Personal Information is stored in a manner that reasonably protects it from misuse and loss and from unauthorized access, modification, or disclosure.

When your Personal Information is no longer needed for the purpose for which it was obtained, we will take reasonable steps to destroy or permanently de-identify your Personal Information. However, most of the Personal Information (Customer quotations – Purchased, solar system and warranty documentation) is or will be stored in client files which will be kept by us for a minimum of 10 years.

Access to your Personal Information

You may access the Personal Information we hold about you and to update and/or correct it, subject to certain exceptions. If you wish to access your Personal Information, please contact us in writing.

Avant Solar Energy Pty Ltd will not charge any fee for your access request but may charge an administrative fee for providing a copy of your Personal Information.

To protect your Personal Information, we may require identification from you before releasing the requested information.

Maintaining the Quality of your Personal Information

It is an important to us that your Personal Information is up to date. We will take reasonable steps to make sure that your Personal Information is accurate, complete, and up to date. If you find that the information we have is not up to date or is inaccurate, please advise us as soon as practicable so we can update our records and ensure we can continue to provide quality services to you.

Policy Updates

This Policy may change from time to time and is available on our website.

Privacy Policy Complaints and Enquiries

If you have any queries or complaints about our Privacy Policy, please contact us with the subject line queries/complaints at: info@avantsolarenergy.com.au or call us on 1300 277 443