

## **Macanta Consulting Privacy Policy**

Macanta Consulting Pty Ltd is committed to protecting and respecting your privacy. This privacy statement sets out our privacy policy and explains what we do with the personal information that we collect from our customers and prospective customers.

Please read the following to understand our views and practices regarding personal information, and how they pertain to you as you use our various products and services. This statement explains our current privacy practices. If we make any changes to this policy we will announce it on our web site. If you have any questions or concerns regarding this statement, please email [info@macanta.com.au](mailto:info@macanta.com.au)

### **What information does Macanta gather about our customers?**

The majority of the information Macanta has about its customers is the information we get through the "Contact Us" page of the website, and the Consultancy Services Agreement you are asked to sign when you engage us. In addition, networking sites such as LinkedIn may be referenced.

Sometimes we conduct surveys, and although these can be anonymous, we prefer to get your contact details so that we can follow up on any issues that need clarification.

### **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 include names, addresses, email addresses, phone and facsimile numbers.

This Personal Information is obtained in many ways including interviews, correspondence, by telephone and facsimile, by email, via our website [www.macanta.com.au](http://www.macanta.com.au) and from third parties.

We collect your Personal Information for the primary purpose of providing our services to you, and marketing. You may unsubscribe from our mailing/marketing lists at any time; all you need to do is let us know.

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.

### **Will Macanta disclose any of your personal information?**

Macanta will not disclose any information about its clients or prospective clients to any third party without prior consent.

### **Will Macanta use your information for direct mailings?**

Macanta will, from time to time, email information that we believe is useful to its customers and subscribers, or information that will improve the performance or value of the services offered by Macanta. In addition, we will notify of any special offers or new products or services that Macanta is promoting.

### **How can you deactivate your subscription, or correct or revise information Macanta has about you and your business?**

To change your details, simply email [info@macanta.com.au](mailto:info@macanta.com.au) with your new details. To cancel your subscription with Macanta you must make your request via email to [info@macanta.com.au](mailto:info@macanta.com.au).

If you have any further questions regarding our Privacy Policy, please email [info@macanta.com.au](mailto:info@macanta.com.au).