

# Terms and Conditions for Website Information Collection and Use

## General

www.affordablesolarsolutions.melbourne does not require that you register in order to view its products or user comments. Registration is required to use certain interactive features such as posting comments, participating in the blog forums, and in order to submit ideas and participate in competitions.

www.affordablesolarsolutions.melbourne uses Non-Personal Information for the following general purpose: to customize the advertising and content you see, improve our services, conduct research, and provide anonymous reporting for internal and external clients.

## Registration

You have the option to provide demographic information (such as gender, birth date and general location) to us; we encourage you to submit this information, so we can provide you a more personalized experience on our site.

During registration, you can choose to opt into our newsletter as well as periodic email updates from our Website regarding newly printed designs, new products, and upcoming sales on our Website.

## Orders

If you purchase a product or service from us, we request certain personally identifiable Information from you on our order form. You must provide contact information (such as name, email and shipping address) and financial information (such as credit card number expiration date and the 3 digit security code). We use this information for billing purposes and to fill your orders. If we have trouble processing an order, we will use this information to contact you.

## Newsletter

If you wish to subscribe to our newsletter, we will use your name and email address to send the newsletter to you. Out of respect for your privacy, we provide you a way to unsubscribe.

Please see the "Choice and Opt-out" section.

## Choice/Opt-out

We provide you the opportunity to „opt-out“ of having your personally identifiable information used for certain purpose, when we ask for this information

If you no longer wish to receive our newsletter and promotional communication, you may opt-out of receiving them by following the instructions included in each newsletter or communication or by emailing us at [www.solarbright.com.au](http://www.solarbright.com.au).

You will be notified when your personally identifiable information is collected by any third party that is not our agent/service provider, so you can make an informed choice as to whether or not to share your information with that party.

## 1. Information Sharing and Disclosure

www.affordablesolarsolutions.melbourne does not rent, trade, or share Personal Information with third parties except to provide products or services you've requested, when we have your permission, or under the following circumstances:

We use other third parties such as a shipping company to fulfil orders, a credit card processing company to bill you for goods sold on our website, and an email service provider to send out emails on our behalf. When you make a purchase on our website or sign up for our email list, we will share the necessary amount of personally identifiable information as necessary for the third party to provide that service, including your name, address, credit card information and email address.

We provide Non-Personal Information to interested third-parties for purpose of understanding the usage patterns for certain content, services, advertisements, promotions, and/or functionality on the Website.

Keep in mind that any personal information, or comment that you voluntarily disclose on the Website, for example on comment pages, or on the blog forums, becomes publicly available. Your account name is displayed to other Users when you send and/or post messages through the Website. Please note that any comment or other content you post or send to the Website becomes published content and is not considered personally identifiable information subject to this Privacy Policy.

## 2. Confidentiality and Security

We follow generally accepted industry standards to protect the personally identifiable information submitted to us, both during transmission and once we receive it. No method of transmission over the Internet, or method of electronic storage, is 100% secure. Therefore, while we strive to use commercially acceptable means to protect your personal information, we cannot guarantee its absolute security.

We limit access to Personal Information about you to employees who we believe reasonably need to come into contact with Personal Information to provide products or services to you or in order to do their jobs.

The security of your personal information is important to us.

## 3. International Users

If you are a User accessing the Website from the European Union, Asia, or any other region with laws or regulations governing personal data collection, use, and disclosure, that differ from Australian laws, please be advised that through your continued use of the Website, which is governed by Australian law and this Privacy Policy as incorporated in our Terms of Use, you will be transferring your Personal Information into Australia and you consent to that transfer.

## 4. Changes and Updates to this Privacy Policy

www.affordablesolarsolutions.melbourne may update this policy at any time in its sole discretion and without prior notice. We will strive to notify you about significant changes in the way we treat Personal Information by sending a notice to the primary email address specified in your www.solarbright.com.au account and/or by placing a notice on the Website.

## 5. Effective Date

This Privacy Policy was last modified on 26th November, 2010.