

Privacy Statement Creative Commercial Services Pty Ltd ACN: 662 947 462 Effective Date: 13/5/2025

At Creative Commercial Services Pty Ltd ("CCS", "we", "our", "us"), we are committed to protecting your privacy and handling your personal information responsibly in accordance with the Australian Privacy Act 1988 (Cth) and the Australian Privacy Principles.

### 1. What Information We Collect

We may collect personal information such as:

- Full name, business name, and contact details (e.g. email, phone number, location)
- Payment and billing information
- Business details for marketing purposes
- Communication records, feedback, and service usage

We may also collect non-personal data such as website usage statistics via cookies and analytics tools.

#### 2. How We Use Your Information

Your information is used to:

- Provide and manage our marketing and branding services
- Communicate with you about your projects, quotes, and account
- Send updates, promotions, and newsletters (you can opt out)
- Improve our services and customer experience

### **3. Disclosure of Your Information**

We do not sell or trade your personal information. We may share your data with:

- Third-party service providers that support our operations (e.g. email platforms, payment processors)
- Legal or regulatory authorities, where required by law

All third parties are required to adhere to confidentiality and data protection standards.

# 4. Data Security

We take reasonable steps to protect your personal information from loss, misuse, and unauthorised access. This includes secure digital storage and limiting access to data on a need-to-know basis.

# 5. Access & Correction

You may request access to your personal information or request corrections by contacting us at **[insert contact email]**.

# 6. Cookies & Analytics

Our website uses cookies to enhance your browsing experience and collect analytical data. You can control cookies through your browser settings.

### 7. Changes to This Statement

We may update this Privacy Statement from time to time. Any changes will be posted on our website with an updated effective date.

### 8. Contact Us

For any privacy-related inquiries, please contact: **Creative Commercial Services Pty Ltd** Email: info@creativecommercialservices.com.au Phone: 0433733363 Website: www.creativecommercialservices.com.au