

# Noni B Limited

ABN 96 003 321 579

## Privacy Statement

Noni B is a retailer which trades utilising the internet through its websites and in stores nationally. Information about us can be obtained by logging on to our website [www.nonib.com.au](http://www.nonib.com.au) or by contacting our Privacy Officer on 02 8822 5333 or by facsimile on 02 8822 5300 or by e-mail [privacy@nonib.com.au](mailto:privacy@nonib.com.au). Noni B acknowledges and is committed to protecting your privacy. We will collect, use and disclose and hold personal information in accordance with the *Privacy Act 1998* ("the Act").

### When we collect information about you we will inform you:

- ❖ Why we are collecting the information; and
- ❖ Who else we might give the information to.

### Collection of personal information

Noni B does not collect personal information unless it is necessary or desirable for us to carry out our functions and activities as a retailer. We only collect such information by lawful and fair means and in an unobtrusive way. You may provide us with personal information about yourself or others each time you contact us by phone, fax, letter or email or when you visit one of our stores. We may need to use this information to provide you with our services and/or products. This information will be used and managed by us in accordance with this Privacy Statement and the Act.

### Disclosure of personal information and marketing

We will use and disclose your personal information for the primary purposes of our business as a retailer or a purpose related to our primary purpose such as marketing, where you consent to such disclosure or such disclosure is permitted by the Act. In addition we will use such information to market to you products and services offered by Noni B unless you have requested that you do not wish to obtain such marketing offers or material. Such a request can be made to our Privacy Officer. We will in such circumstances only use the personal information provided for the sole purpose of providing the service you have requested.

Noni B, may utilise the services of contractors from time to time for the purposes of marketing and undertaking services as promoted by Noni B. Your personal information will be provided to these businesses for the purposes of ensuring that our services are marketed to you or to enable a service to be provided to you.

We will not otherwise provide your personal information to a third party without your approval.

### Security and access of personal information

The personal information you have provided to us will be kept confidential and secure and will not be accessible for unauthorised use, amendment or disclosure. Only Noni B staff who have been trained on our privacy policy will have access to such information. You are able to access the personal information we hold about you at any time by contacting our Privacy Officer by phone, fax or e-mail.

### Ensuring accuracy of the personal information we hold

We will reasonably attempt to ensure that the personal information we hold about you is accurate, up to date and complete. To assist us to do this please provide us with the correct information and inform us if your details have changed. This can be done by providing us with details of any changes to your information by fax or e-mail. If we deny you access or deny a request for correction we will provide you with reasons why we have denied you access or corrected such information in the circumstances.

### Noni B Privacy Policy

Due to the importance of your privacy, our privacy policy will be reviewed and monitored regularly. A copy is available by contacting the Privacy Officer or by logging onto Noni B's website at [www.nonib.com.au](http://www.nonib.com.au).

### Noni B Privacy Complaint Process

If you are concerned with the way Noni B has handled your personal information, please contact our Privacy Officer with your complaint. We will make available to you a privacy complaint form, which you will be asked to complete and return to us. This will ensure the prompt investigation of your complaint. If we have not handled your personal information in an appropriate way we will take steps to remedy your concerns promptly.

If you are still concerned, you may contact the Privacy Commissioner.