

PRIVACY COLLECTION NOTICE

TEYS AUSTRALIA PTY LTD and related entities ACN 009 872 600 ('We/Us')

We collect personal information about you when We transact business with you. Personal information (as defined by the *Privacy Act 1988*) is information or an opinion, whether true or not, about an individual who is reasonably identifiable.

We are bound by the Australian Privacy Principles ('APP's'). The APP's set minimum standards for the way personal information is collected, used and managed.

We collect personal information for the purposes of:-

- selling products to you or for services rendered;
- keeping records of our transactions with you for trading and taxation purposes;
- offering customer support services;
- performing administrative functions; and
- facilitating payment for services rendered.

If you do not provide the personal information requested, We will not be able to trade with you.

We may disclose personal information about you to other related companies within the Teys Group for trading purposes. We may also disclose personal information about you to our banks, our external advisors (recruiters, auditors, lawyers), various law enforcement agencies and governments for security, customs and immigration purposes, professional or other government organisations, courts, freight and courier companies.

It is not our usual practice to disclose personal information to persons located overseas.

Our privacy policy located at www.teysaust.com.au/privacy contains information on how you can request access to or correction of your personal information, or how to complain if you believe we have breached Australian privacy laws.

You can contact Us using the following details:

1. By mail:

Privacy Officer
Tey Australia Pty Ltd
Building 3 Freeway Office Park
2728 Logan Road
Eight Mile Plains QLD 4113

2. By telephone: 07 3198 9000

3. By email: kirstyj@teysaust.com.au