



**Updated:** 03/07/2024

**Inscope Media Pty Ltd**

Level 1, Suite 17, 287 Military Road, Cremorne  
Sydney NSW 2090, Australia  
Australian Business No.: 35145636308

## **Privacy Policy**

### **1. We respect your privacy**

(a) Inscope Media PTY LTD respects your right to privacy and is committed to safeguarding the privacy of our customers. We adhere to the Australian Privacy Principles contained in the Privacy Act 1988 (Cth). This policy sets out how we collect and treat your personal information.

(b) “Personal information” is information we hold which is identifiable as being about you.

### **2. Collection of personal information**

(a) Inscope Media PTY LTD will, from time to time, receive and store personal information provided to us directly or given to us in other forms.

(b) You may provide basic information such as your name, phone number, address and email address to enable us to send information, provide updates and process your product or service order. We may collect additional information at other times, including but not limited to, when you provide feedback, when you provide information about your personal or business affairs, change your content or email preference, or communicate with our team.

(c) Additionally, we may also collect any other information you provide while interacting with us.

### **3. How we collect your personal information**

(a) Inscope Media PTY LTD collects personal information from you in a variety of ways, including when you interact with us electronically or in person, and when we provide our services to you. We may receive personal information from third parties. If we do, we will protect it as set out in this Privacy Policy.

### **4. Use of your personal information**

(a) Inscope Media PTY LTD uses the personal information collected to provide you with information, updates, and our services. We may inform you about new products, services, and opportunities. We use your information to enhance our services and better understand your needs.

(b) We may contact you via phone, email, SMS, or mail.

### **5. Disclosure of your personal information**

(a) We may disclose your personal information to our employees, insurers and professional advisers as necessary to provide our services.

(b) We may disclose personal information to comply with legal requirements, such as laws, regulations, court orders, subpoenas, warrants, or law enforcement requests.

(c) We may use your personal information to protect the copyright, trademarks, legal rights, property, or safety of Inscope Media PTY LTD and its clients.

(d) By providing us with personal information, you consent to the terms of this Privacy Policy and the types of disclosures covered by this Policy.

### **6. Security of your personal information**

(a) Inscope Media PTY LTD is committed to ensuring that the information you provide to us is secure. To prevent unauthorised access or disclosure, we have put in place suitable physical, electronic and managerial procedures to safeguard and secure information and protect it from misuse, interference, loss and unauthorised access, modification and disclosure.

(b) While the transmission and exchange of information over the internet carry some risk, we are committed to using robust security measures to protect your data. We employ advanced technologies and protocols to safeguard against unauthorized access and disclosures. Although we strive to ensure the highest level of security, please be aware that no system can be completely foolproof. We are dedicated to maintaining the confidentiality of your personal information and will respond promptly to any security breaches.

## **7. Access to your personal information**

(a) You may request details of the personal information we hold about you, as per the Privacy Act 1988 (Cth). An administrative fee may apply for the provision of this information. If you wish to access, correct, update, or request the deletion of your information, please email us at [hello@inscopemedia.com](mailto:hello@inscopemedia.com).

(b) We reserve the right to refuse to provide you with information that we hold about you, in certain circumstances set out in the Privacy Act.

## **8. Changes to Privacy Policy**

(a) Please note that we may update this Privacy Policy periodically. Modifications will be effective immediately upon posting on our website or notice board. We encourage you to review this policy regularly to stay informed about how we are protecting your information.