

## **HSJ.HOST Privacy Policy**

### *Introduction*

HSJ.HOST is committed to providing high-quality services while respecting your privacy. Our Privacy Policy outlines how we manage your Personal Data in compliance with the Australian Privacy Principles (APPs) under the Privacy Act of 1988.

For more information on the APPs, please visit the Office of the Australian Information Commissioner at [www.aoic.gov.au](http://www.aoic.gov.au).

### *Definition of Personal Data*

Personal Data refers to any information that identifies an individual, such as names, addresses, email addresses, and phone numbers.

### *How We Collect Data*

We obtain this data through various means, including online interviews, email correspondence, phone calls, our website, third-party websites, public records, and cookies. We do not guarantee the privacy policies of third-party websites that we may link to.

### *Purpose of Data Collection*

The primary aim of collecting your Personal Data is to improve the services we offer, share information with our clients, and for marketing purposes. We may also use your data for related secondary purposes. You may opt out of our marketing communications by contacting us in writing.

### *AUDA Domain Requirements*

For registration of .au domains, in compliance with AUDA (Australian Domain Administration) policies, we are required to collect business numbers associated with the registrant. This is a mandatory requirement for .au domain registrations.

### *Reporting to ICANN for Domain Registrations*

We are obliged to report specific Personal Data to the Internet Corporation for Assigned Names and Numbers (ICANN) for all domain registrations. This is a standard industry requirement.

### *Sensitive Data*

Sensitive data includes information about your racial or ethnic origin, political affiliations, religious beliefs, etc. We will only use such data for its intended purpose, with your explicit consent, or as required by law.

### *Third-Party Involvement*

While we aim to collect Personal Data directly from you, there may be instances where third parties provide us with your information. We will make reasonable efforts to notify you in such cases.

### *Data Disclosure*

Your Personal Data may be disclosed under specific circumstances:

- ☐ With your explicit consent.
- ☐ As required by law or regulatory authorities.

### *Data Security*

We employ various security measures to protect your Personal Data from unauthorized access, modification, or loss. Once the data is no longer required for its intended purpose, we will take steps to permanently anonymize or destroy it. Client files containing Personal Data will be retained for a minimum of 7 years.

### *Access to Your Data*

You have the right to access and amend your Personal Data. While we won't charge for access requests, administrative fees may apply for providing copies of your data.

### *Data Accuracy*

We strive to keep your Personal Data accurate and up-to-date. Please inform us promptly if your data needs updating.

### *Automatic Credit Card Processing and Renewals*

For certain services and subscriptions, HSJ.HOST employs automatic credit card processing and renewals. By registering for these services, you consent to automatic recurring charges to your credit card. For more details about our payment and renewal practices, please refer to our Payment and Subscription Policy.

### *Policy Updates*

HSJ.HOST reserves the right to update this Privacy Policy without prior notice to our existing or prospective clients.

### *Complaints and Inquiries*

If you have questions or complaints about this Privacy Policy, please contact us at:

- ☐ Email: [legal@hsj.host](mailto:legal@hsj.host)