

Privacy Policy

The Outlook Group Pty Ltd through its dealings with you (through its website www.outlookgroup.com.au and generally) obtains information about you. If you deal with The Outlook Group Pty Ltd you agree to do so subject to the terms of this privacy policy. This privacy policy forms part of the Australian Policy Traders Terms and Conditions of trading.

- 1. Legal Capacity**
You must have legal capacity including being over the age of 18 to use the Australian Policy Traders services.
- 2. Information Collected**
Information that we obtain about you is primarily obtained and used to assist us in providing our services to you.

Contact information - we require this (your name, postal and email address) for contact purposes for your use of our services.
- 3. Use of Information**
We use information to assist us in understanding our customer's requirements and to improve and expand the services we offer. You agree that we may use personally identifiable information about you to improve our marketing and promotional efforts, to analyse site usage, improve our content and product offerings and customise our site's content, layout and services. These uses improve our site and better tailor it to meet your needs. We may also use information to resolve any dispute with you or (if necessary) to enforce The outlook Group Pty Ltd's rights under its Terms & Conditions of trade.
- 4. Disclosure**
We may be obliged by law to disclose information that you provide to us. You authorise us to do this. We do not provide your information to third parties for their own selling, marketing or research purposes. In particular, The Outlook Group Pty Ltd will not provide any confidential information to third parties by way of customer lists that could be used by those third parties.
- 5. Changes to your Personal Information**
If any of your personal information changes (for example your contact details) please promptly advise us of the changes.
If you cease to be a customer of the The Outlook Group Pty Ltd we will retain information about you in our records.
- 6. Security**
We use our best endeavours to ensure the security of any personal information that you provide to us.
- 7. Amendment**
Australian Policy Traders may change its privacy and confidentiality procedures from time to time. A copy of the The Outlook Group Pty Ltd's current privacy policy will be posted on its website and a copy can be provided upon request.