# RIVERDALE VILLAGE +

## **Disclaimer**

This website has been prepared by or on behalf of Yourland Management Pty Ltd (ACN 151 294 852) and APD Projects Pty Ltd (ACN 160 512 452) (collectively "the Developers") for the information of potential purchasers to assist them in deciding if they wish to make further enquiries about a property. This website does not constitute an offer or contract of sale and does not form part of any contract of sale. The Developers and their agents, officers and employees do not warrant the quality, accuracy or completeness of any information on this website. Potential purchasers undertake responsibility for assessing the accuracy of its content and should not rely on any material, photographs or artists impressions as a statement or representation of fact. Whilst every care has been taken in preparing this website, all details including dimensions, sizes and location of lots or other parts of the development may change. The prices and availability of lots in the Riverdale Village Estate are also subject to change without notice.

Details of any houses (including specifications and inclusions) depicted are based on information provided by the relevant builders. All drawings, plans and images are indicative only, subject to change and may not be to scale. All purchasers must refer to the relevant builder of the homes depicted for further information (including details of all applicable prices).

From time to time, the Developers may facilitate advertising of third party products or services on its website. The Developers do not endorse the products or services advertised by those third parties and provide no warranty whatsoever as to the quality, accuracy or suitability of those products and services. By accessing this website you undertake responsibility for assessing the accuracy and suitability of any third party advertisement or material.

The Developers may provide links to other websites that may be of interest to potential purchasers. While the Developers provide those links in good faith, they do not endorse or guarantee the content on those websites and will not be liable for any loss or damage suffered as a result of any reliance on, or access to, that content.

## **Privacy Policy**

Yourland Management Pty Ltd ACN 151 294 852, APD Projects Pty Ltd ACN 160 512 452 and Riverdale Properties Pty Ltd ACN 169 422 495 (collectively "Riverdale Village") are subject to the Australian Privacy Principles ("APPs") under the Privacy Act 1998 ("Act"). This Policy sets out the open and transparent way we will manage personal information in accordance with the Act and the APPs.

This Policy applies to all of our directors and employees. It is available from our website www.riverdalevillage.com.au or a copy can be requested at any time using the contact details at the end of the Policy.

Under the Act, personal information means any information or opinion about an identified individual or an individual who is reasonably identifiable, whether or not that information or opinion is true or in material form.

### What personal information does Riverdale Village collect and why does it collect it?

We may collect personal information such as your:

- contact details including your name, address, email and telephone numbers;
- · agents and service providers such as your lawyer, finance broker or finance provider;
- · dates of birth and gender;
- · details of products and services that we previously supplied to you or which you have enquired about, together with any other information we require to deliver those products and services to you or response to your enquiries; and
- · information to verify your identity.

Generally we do not need to collect sensitive information which has a particular meaning under the Act. If we do need to collect it, we will only do so with your consent.

We collect personal information to fulfil our primary functions and activities which are to:

- provide you with an appropriate product or service;
- · send marketing communication to you regarding new estates, developments and investment opportunities that we manage which may be of interest to you;
- · receive goods and services;
- · comply with our legal obligations; and
- · otherwise run our business.

We collect your personal information:

- · during conversations between you or your agents and our representatives or agents;
- $\cdot$   $\;$  when you make an enquiry through our website, by telephone or email;
- · during face to face meetings; and
- when you make an offer to acquire property from one of the estates we manage.

When it is impracticable or unreasonable for us to collect personal information from you, we may also collect it from third parties such as real estate agents, accountants, builders, solicitors and our related bodies corporate.

If you do not provide us with personal information we have requested, we may not be able to provide you with an appropriate product or fulfil one of our primary functions and activities outlined above.

We may also collect cookies when you visit our website. A cookie is a unique small data file which attaches to your computer or phone. Cookies provide us with anonymous information about how our website is used and your preferences when visiting our site. Although cookies are anonymous they can be used to identify whether you have registered your interest through our website. If you do not wish to receive any cookies from us, you should set your web browser to refuse cookies.

We also track usage patterns on our website and manage the emails we send. From this we keep anonymous records relating to matters such as:

- · when our website is visited and the service provider you use to do so;
- · the number of visits made and pages viewed on our website;
- how many of our marketing emails are opened; and
- the average duration of a visit to our website.

# RIVERDALE VILLAGE +

Our Privacy Collection Statement can be accessed from our website www.riverdalevillage.com.au at any time.

#### Who may Riverdale Village disclose personal information to?

We may disclose your personal information to:

- our representatives including agents;
- · other companies or individuals who may assist us in providing you with an appropriate product such as real estate agents;
- · individuals and companies that engage our services in relation to the relevant estate;
- · our related bodies corporate;
- · our professional advisors, auditors and insurers; and
- · regulatory authorities including the Australian Taxation Office or as otherwise required to fulfil legal requirements.

Others to whom we disclose personal information are required to maintain confidentiality over the personal information we hold.

## How does Riverdale Village secure and store personal information?

We hold personal information in secure electronic databases and physical files, the storage of which is both onsite and external.

In relation to the security and storage of our electronic records, we:

- have restricted levels of access to our operating system;
- · have intrusion detection such as virus protection and firewalls; and
- · we engage the services of a third party to store some of the data information we collect (see above).

Our physical records which are generally onsite are protected by locks and alarm systems.

### What does Riverdale Village do with unsolicited personal information?

If we receive personal information that is not requested by us such as misdirected mail, we will within a reasonable period after receiving it, determine whether or not we could have collected the information because it was reasonably necessary to, or directly related to, one or more of the primary functions or activities for which we collect personal information (see above).

If we determine that we could not have collected the personal information and that it is not contained in a Commonwealth record, then we will destroy the information as promptly as possible as long as it is reasonable and lawful for us to do so.

#### Direct marketing

We may use personal information to send marketing communication to you regarding new estates, developments and investment opportunities that we manage that may be of interest to you. Generally we use SMS and emails to communicate this information.

Generally we give you the option not to receive direct marketing from us. Your consent to receiving marketing from us will remain current for an indefinite period of time unless and until you advise us otherwise.

You can also contact us at any time using the contact details below if you wish to opt out of receiving direct marketing from us.

### How can personal information be accessed and corrected?

You have the right to request any personal information about you which is held by us. We will give you access to the information unless there is a reason we are not required to so do under the Act. We will provide you with reasons if we deny you access. In some circumstances, we may charge you an access fee to meet the costs of our staff searching for and locating the personal information, deciding if it is to be provided as well as the costs of reproduction and postage.

We will also correct any inaccurate or out-of-date personal information that we hold within a reasonable timeframe of notification of an error.

## Updates to this Policy

We will review this Policy from time to time to ensure compliance with the Act.

### **Enquiries and complaints**

Should you have any enquiries regarding this Policy or wish to make a complaint, please contact:

Privacy Officer

APD Projects Pty Ltd

Level 5

468 St Kilda Road

MELBOURNE VIC 3004

Email: info@apdprojects.com.au

We will respond to all enquiries and complaints within a reasonable period.

If you are not satisfied with our response, a complaint can be made to the Australian Information Commissioner.

Date: 9 April 2015