

Personal Information Collection Statement

1. OUTLINE

- 1.1 This Personal Information Collection Statement, which is subject to the Privacy Act and our Privacy Policy, is intended to notify you about the collection of your *personal information* by us for the purpose of carrying on one or more of our functions as set out at clause 2. This Personal Information Collection Statement covers all matters required to be covered under APP 5 in relation to the notification of the collection of your *personal information*.
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2. PURPOSE

- 2.1 **Primary and Secondary Purposes.** We collect your *personal information* to lawfully carry out our functions and activities including to:
- a) process and deliver Products and Services to you;
 - b) provide you with information about the Products and Services you requested and any other services you may be interested in;
 - c) to process payments and administer your account;
 - d) help us assess an application submitted by you or on your behalf in relation to your employment with enLighten Australia;
 - e) to manage our commercial relationship;
 - f) personalise and customise your experiences with us;
 - g) to help us review, manage and enhance our Products and Services;
 - h) investigate any warranty issues made by you;
 - i) advise customers of new products;
 - j) do anything else as required or permitted by any law.
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3. WHAT WE COLLECT

- 3.1 *Personal information* we collect about you may include identification information such as your name, signature, address, email address, phone number(s), date of birth, financial and payment information, job title, and such other information necessary or convenient for delivering our Products and Services.
- 3.2 We will only collect, store, use or disclose your *sensitive information* with your consent or if you volunteer such sensitive information to us. This may include your race or ethnic origin, political opinion, religious beliefs, sexual orientation, amongst other information. We will not use or disclose your sensitive information to any Third Party except as required or permitted by law.
- 3.3 For more details, please see our Privacy Policy.
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4. FAILURE TO COLLECT INFORMATION

- 4.1 **Consequences.** If you do not provide us with the *personal information* we request, or if that information is incomplete or inaccurate, we may not be able to provide our Products and Services to you.

5. DISCLOSURE

- 5.1 **How we disclose.** We may disclose *personal information* and you consent to us disclosing such *personal information* to:
- a) Third Party Service Providers who perform functions or provide Products and Services on our behalf;
 - b) relevant regulatory bodies in the industry in which we or you operate;
 - c) credit agencies and our professional advisors, including our accountants, auditors and lawyers;
 - d) our Related Bodies Corporate;
 - e) persons authorised by you to receive information held by us;
 - f) a government authority, law enforcement agency, pursuant to a court order or as otherwise required by law;
 - g) a party to a transaction involving the sale of our business or its assets; or
 - h) parties you have consented to us disclosing your personal information to, or would otherwise reasonably expect us to disclose your personal information to.

6. OVERSEAS DISCLOSURE

- 6.1 We may disclose *personal information* to external service providers located overseas so that they can provide us with services in connection with the operation of our business. Countries we are likely to disclose personal information to include Australia and New Zealand.
- 6.2 You acknowledge and agree that you have read and agree to the terms of our Privacy Policy in relation to the disclosure of your *personal information* to overseas recipients.

7. PRIVACY POLICY

- 7.1 Our Privacy Policy contains further details concerning:
- a) information that we collect and the reasons for its collection;
 - b) overseas disclosure of your *personal information*;
 - c) how you may access and correct the *personal information* we hold about you;
 - d) security and protection;
 - e) notifiable data breaches; and
 - f) how you may lodge a complaint about a breach of the APPs, and how we will deal with such a complaint.

8. CONTACT

- 8.1 Please forward all correspondence in respect of this Personal Information Collection Statement to:

Privacy Officer
enLighten Australia Pty Ltd
Unit 8, 78 Reserve Road
Artarmon, NSW, 2064

Tel: +61 2 8084 6971

Email: admin@enlighten.com.au

9. INTERPRETATION + DEFINITIONS

9.1 **Personal pronouns:** Except where the context otherwise provides or requires:

- a) the terms **we**, **us** or **our** refers to enLighten Australia; and
- b) the terms **you** or **your** refers to a user of the Platform and/or a customer to whom we provide the Products and Services.

9.2 Terms italicised and defined in the Privacy Act have the meaning given to them in the Privacy Act.

9.3 **Defined terms:** In this Personal Information Collection Statement unless otherwise provided, the following terms shall have their meaning as specified:

APPs means any of the Australian Privacy Principles set out in Schedule 1 of the Privacy Act.

enLighten Australia means Enlighten Australia Pty Ltd trading as enLighten Australia of Unit 8, 78 Reserve Road, Artarmon, NSW, 2064

Platforms means all or any of the relevant platforms, electronic interfaces and websites that are owned, provided and/or operated from time to time by us (including but not limited to the Website), regardless of how those websites are accessed by users (including via the internet, mobile phone, mobile applications or any other device or other means).

Personal Information Collection Statement means this personal information collection statement.

Primary and Secondary Purposes means any of the primary and secondary purposes listed at clause 2.1.

Privacy Act means the *Privacy Act 1988* (Cth) as amended from time to time.

Privacy Policy means our privacy policy as amended from time to time.

Products and Services means any products or services offered by us from time to time, including Energy Efficient LED Luminaires.

Related Bodies Corporate has the meaning given to that term in section 50 of the *Corporations Act 2001* (Cth).

Website means www.enlighten.com.au, and any other websites established and used by us from time to time.