

# Notbad Software Privacy Policy

CRNR Pty Limited trading as Notbad Software (ABN 95 146 697 305) (“NBS,” “we”, “us” or “our”) owns and operates the website(s) at <https://clubman.app>, <https://takehome.io>, <https://flickform.com>, <https://readytoroll.app> and <https://notbad.software> (the “Sites”).

NBS recognises the importance of protecting your privacy, and this privacy policy is designed to assist you (“you” or the “User”) in understanding how we collect, use and safeguard the personal information you provide to us and to assist you in making informed decisions when using our Sites or our Services. By visiting our Sites, using any of our Services or otherwise providing us with your personal information (or authorising it to be provided to us by someone else), you agree to your personal information being handled as set out in this privacy policy.

This privacy policy is written in simple language. The specific legal obligations of NBS when collecting and handling your personal information are outlined in the Privacy Act 1988 (Cth) (“**Privacy Act**”) and in particular in the Australian Privacy Principles found in the Privacy Act. This privacy policy will be continuously assessed against new technologies, business practices and our customers’ needs and will be updated from time to time when our information handling practices change so please review it periodically for changes as publicised on our Site. Your continued use of our Sites and Services after this privacy policy has been revised constitutes your acceptance of the revised privacy policy.

## 1. WHAT INFORMATION DO WE COLLECT?

We collect personal information from you to the extent that it is necessary for us to carry out our core business activities of providing software platforms and system integration services (the “**Services**”) or is incidental to the carrying out of those Services.

When you visit our Sites you may provide us with two main types of information:

- **Personal information** you knowingly choose to provide to us, that is collected by us on an individual basis, and
- **Website use information**, which we collect on an aggregate basis as you and others browse our Sites.

## 2. COLLECTION OF PERSONAL INFORMATION

We may collect personal information and website information from you in a variety of ways:

- a. because you have provided it to us, for example, if you interact with us on the Sites in any manner (e.g. materials that you post to the Sites and the emails, letters or messages you send to us (including via our social media platforms where applicable));
- b. to conduct our business and provide the Services;
- c. to handle complaints;
- d. because we need it to provide a product or service that you have requested, for example, if you subscribe to an email list or to register yourself as a User of our Site or Services;
- e. we may collect information about your usage of the Sites (including cookie collection);
- f. on forms, questionnaires and surveys you have completed;
- g. because you work for us or apply to us for a job; or
- h. for purposes related to any of the above.

This information may include:

- **Registration Information:** When you register or sign up to any of our Services or newsletters you may provide us with personal information about yourself including your name, address, phone number, email address and other contact details, or you may provide your credit or debit card information for purchasing products and/or services on our Sites using a third party payment processor.



- **Email Information:** If you choose to correspond with us through email, we may retain the content of your email messages together with your email address and our responses. We provide the same level of protection for electronic communications as we do for information received by mail and telephone.
- **Website Use Information:** Similar to other commercial websites, our Sites utilise a standard technology called “cookies” (see explanation below, “What Are Cookies?”) and web server log files to collect information about how our Sites are used for the purpose of improving your experience when using our Sites. Information gathered through cookies and web server logs may include: your device’s IP address; device details, operating system and browser information; geographic location; date and time when pages were accessed on our Sites, the pages viewed, time spent at our Site, and the website that linked you to our Site.
- **Social Media:** We may from time to time use social networking services such as Twitter, Facebook, LinkedIn and YouTube to communicate with the public about our Services. When you communicate with us using these services we may collect your personal information, but we only use it to help us to communicate with you and the public. The social networking services will also handle your personal information for its own purposes. These services have their own privacy policies which you can access on their websites.

You may elect not to provide us with your personal information but this may affect your use of our Sites or our ability to provide our Services or assistance to you on your behalf.

You must not provide us with personal information about another person unless you have clear consent from that person to do so, have told them that their personal information will be handled in accordance with this privacy policy and where they can find it. On all occasions personal information is collected, held, used and disclosed by us in accordance with this privacy policy.

When providing personal information to us, please be aware that there are risks involved in transmitting such information across the Internet.

### 3. USE AND DISCLOSURE OF YOUR PERSONAL INFORMATION

We use personal information primarily for the purposes of providing the Services, monitoring the use of the Services and the Sites, marketing and promotional efforts in relation to the Services, improvement of our content and service offerings, and customisation of our Site’s content, layout, services and other lawful purposes.

Occasionally, we may also use the information we collect to notify you about important changes to our Sites, new services, and other relevant information. You may notify us (at [hello@notbad.software](mailto:hello@notbad.software)) at any time if you do not wish to receive these communications or unsubscribe from any mailing or marketing lists.

We may use the personal information we collect from you when you register, make a purchase, sign up for our newsletter, respond to a communication, use the Sites, or use certain other site features in the following ways:

- To personalize user experience and to allow us to deliver the type of content and product offerings in which you are most interested.
- To improve our Sites in order to better serve you.
- To administer other site features.
- To enhance the safety and security of our Users and Services.
- For customer support.
- For research and development.
- To enable communications to or between Users.
- In connection with legal proceedings.

For direct marketing purposes, your personal information will be added to our database. The database may be used for ongoing marketing and educative purposes. The type of marketing and educative activities that we undertake includes forwarding material to you so that you are kept updated in



relation to our Services. If at any time you do not wish to continue receiving this information, we provide an "opt-out" procedure in each communication to you.

Disclosure to Service Providers:

We use a number of third party service providers to whom we share your personal information for the purpose of enabling them to provide a service on our behalf. These include (but are not limited to) web-hosting providers that host our Sites and servers for the purpose of providing the Sites and Services to you, third party payment gateway providers if you conduct any transaction that requires a payment by you for the purpose of facilitating the transaction to be completed, IT service providers and data storage providers. By submitting your personal information, you agree to this transfer, storing or processing.

Disclosure to Commercial Partners:

We may also disclose your personal information to third party partners with whom we have a commercial relationship in order to provide you with the benefit of our Services or to make available products or opportunities provided by third party partners relevant or likely to be of interest to you. By submitting your personal information, you agree to this transfer, storing or processing.

We will not use or disclose personal information that we collect for any purposes other than the primary purposes of collection referred to above, unless:

- such use is related to the primary purpose and you would reasonably expect us to use or disclose the information for that purpose;
- in the case of direct marketing not related to our activities, we have obtained your prior consent (unless it is not practicable to seek your consent and we otherwise comply with the requirements of the Privacy Act and you have not since requested we cease direct marketing to you); or
- the use or disclosure is otherwise permitted under the Privacy Act or required by law.

**4. STORAGE AND SECURITY OF COLLECTED INFORMATION**

The security of your personal information is important to us. We follow generally accepted industry standards to protect the personal information submitted to us, both during transmission and once we receive it. We take reasonable steps to protect any personal information that we hold from misuse, interference and loss and from unauthorised access, alteration and disclosure. However, data protection measures are never completely secure and, despite the measures we have put in place, we cannot guarantee the security of your personal information. You must take care to protect your personal information (for example, by protecting any usernames and passwords). You should notify us as soon as possible if you become aware of any security breaches.

**5. WHAT ARE COOKIES?**

Cookies are very small data files transferred onto computers or devices by websites for record-keeping purposes and to enhance functionality on the website. Most browsers allow you to choose whether to accept cookies or not. If you do not wish to have cookies placed on your computer, please set your browser preferences to reject all cookies before accessing our Site.

If you choose to have your browser refuse cookies, it is possible that some areas of our Sites will not function as effectively when viewed by the Users. A cookie cannot retrieve any other data from your hard drive or pass on computer viruses.

**6. HOW DO WE USE INFORMATION WE COLLECT FROM COOKIES?**

As you visit and browse our Sites, the Site uses cookies to differentiate you from other users. In some cases, we also use cookies to prevent you from having to log in more than is necessary for security. We may use cookies, in conjunction with our web server's log files, to allow us to collect data such as the aggregate number of people visiting our Sites and which parts of the Sites are most popular. This helps us gather feedback to constantly improve our Sites and better serve our clients. We will handle



any personal information collected by cookies in the same way that we handle personal information described in this privacy policy.

## **7. PERSONAL INFORMATION ABOUT EMPLOYEES OR JOB APPLICANTS**

We may collect personal information from you if you apply for a job with and/or become employed by us. In these circumstances:

- You authorise us to collect any personal information (whether written or verbal) from any referee or previous employer mentioned in your application for employment or curriculum vitae for evaluation of your application for employment and to hold such information on your personal file for future evaluation of your employment by us.
- You acknowledge that your personal information is collected for the purpose of evaluating your application for employment by us and, should you accept employment with us, the assessment of your continued employment by us and the administration by us of your remuneration and any PAYE obligations.
- You acknowledge that a failure by you to provide the requested personal information may have a detrimental effect on our ability to give your application proper consideration. You can request to access and/or correct your personal information in accordance with this privacy policy.

## **8. HOW CAN YOU ACCESS AND CORRECT YOUR INFORMATION?**

Under the Privacy Act, you have a right to ask for access to personal information that we hold about you, and ask that we correct that personal information.

We take reasonable steps to ensure that the personal information we hold about you is accurate, complete and up-to-date. However, we also rely on you to advise us of any changes to your personal information. You can ask for access or correction by contacting us using the contact details below.

Please contact us as soon as possible if there are any changes to your personal information or if you believe the personal information we hold about you is not accurate, complete or up-to-date so that we can update it accordingly.

We will ask you to verify your identity before we give you access to your information or correct it, and we will try to make the process as simple as possible. If we refuse to give you access to, or correct, your personal information, we will notify you in writing setting out the reasons.

## **9. WHAT ABOUT OTHER WEBSITES LINKED TO OUR WEBSITE?**

From time to time our Sites contain links to the websites of other entities. If you click on such links, you will be transferred to the websites of these entities. We have no control over and are not responsible for, the privacy practices of these entities, or for the practices employed by websites linked to or from our Sites, or the information or content contained therein. Often links to other websites are provided solely as pointers to information on topics that may be useful to the Users of our Sites.

Please remember that when you use a link to go from our Sites to another website, our privacy policy is no longer in effect. Your browsing and interaction on any other website, including websites which have a link on our Sites, is subject to that website's own rules and policies. You should read the privacy policy of these entities to find out how they handle your personal information when you visit their websites.

## **10. ACQUISITION OR CHANGES IN OWNERSHIP**

In the event that the Sites (or a substantial portion of its assets) are acquired, your information would be considered part of those assets, and may be part of those assets that are transferred to the acquirer.

## **11. COMPLAINTS**



If you wish to make a complaint about how we have handled your personal information you can contact us using the contact details below. You will need to provide us with sufficient details regarding your complaint together with any supporting evidence.

If we receive a complaint from you about how we have handled your personal information we will refer your complaint to our relevant officer who will investigate the issue and determine what action (if any) we should undertake to resolve your complaint. We will contact you if we require any additional information from you and will notify you in writing of the outcome of the investigation.

If you are not satisfied with our response you can contact us to discuss your concerns or complain to the Office of the Australian Information Commissioner (OAIC) via [www.oaic.gov.au](http://www.oaic.gov.au).

## **12. HOW TO CONTACT US**

If you have a query relating to this privacy policy or wish to make a complaint, please contact us using the following contact details:

privacy@notbad.software  
PO Box 169  
Belrose West NSW 2086

