

# Privacy Policy

## General

At ImmiBook , we respect your need for online privacy and protect any Personal Information that you may share with us, in an appropriate manner. Our practice with respect to use of your Personal Information is as set forth below in this Privacy Policy Statement. As a condition to use ImmiBook Services, you consent to the terms of the Privacy Policy Statement as it may be updated from time to time. This Privacy Policy Statement applies exclusively to ImmiBook App (Android and IOS).

If you have an unresolved privacy or data use concern that we have not addressed satisfactorily, please email us on [immibook@gmail.com](mailto:immibook@gmail.com).

ImmiBook complies with the legal framework of Australia, as set forth by the Australia Legislature regarding the collection, use, and retention of personal data, under Privacy Act, 1988, and allied laws.

ImmiBook has certified that it adheres to the Privacy Principles of notice, choice, onward transfer, security, data integrity, access, and enforcement.

## Children's Online Privacy Protection

ImmiBook does not knowingly collect Personal Information from users who are under 13 years of age.

## Information Recorded and Use:

Personal Information

During the Inquiry Process, we request for your name, email address and phone number. Your name and email address will be used to provide you access to all the features of the application..

ImmiBook will have access to third party personal information provided by you as part of using ImmiBook Services. This information may include third party names, email addresses, phone numbers and physical addresses and will be used for servicing your requirements as expressed by you to ImmiBook and solely as part and parcel of your use of ImmiBook Services. We do not share this third party personal information with anyone for promotional purposes, nor do we utilize it for any purposes not expressly consented

to by you. ImmiBook is not responsible for the Personal Information users elect to provide in their posts.

#### Contents of your User Account

We store and maintain files, documents and other data stored in your user account. In order to prevent loss of data due to errors or system failures, we may also keep backup copies of data including the contents of your user account. Hence your files and data may remain on our servers even after deletion or termination of your user account. We may retain and use your Personal Information and data as necessary to comply with our legal obligations, resolve disputes, and enforce our rights. We assure you that the contents of your user account will not be disclosed to anyone and will not be accessible even to employees of ImmiBook, except in circumstances specifically mentioned in this Privacy Policy Statement and Terms of Services. We also do not scan the contents of your user account for serving targeted advertisements.

### **Accessing, Updating and Removing Personal Information**

Upon request, we will provide you with information about whether we hold any of your Personal Information. Users who wish to correct, update or remove any Personal Information including those from a public forum, directory or testimonial on our site may do so either by accessing their user account or by contacting ImmiBook Customer Support Services. Such changes may take up to 48 hours to take effect. We respond to all enquiries within 30 days.

### **Investigation of Illegal Activity**

We may need to provide access to your Personal Information and the contents of your user account to our employees and service providers for the purpose of investigating any suspected illegal activity or potential violation of the terms and conditions for use of ImmiBook Services. However, ImmiBook will ensure that such access is in compliance with this Privacy Policy Statement and subject to appropriate confidentiality and security measures.

### **Enforcement of Privacy Policy**

We make every effort, including periodic reviews to ensure that Personal Information provided by you is used in conformity with this Privacy Policy Statement. If you have any concerns regarding our adherence to this Privacy Policy Statement or the manner in which Personal Information is used for the purpose of providing ImmiBook Services, kindly contact ImmiBook Customer Support Services. We will contact you to address

your concerns and we will also co-operate with regulatory authorities in this regard if needed.

## **Notification of Changes**

We may modify the Privacy Policy Statement upon notice to you at any time through a service announcement or by sending email to your primary email address. If we make significant changes in the Privacy Policy Statement that affect your rights, You will be provided with at least 30 days advance notice of the changes by email to your primary email address. You may terminate your use of ImmiBook Services by providing a notice by email within 30 days of being notified of the availability of the modified Privacy Policy Statement if the Privacy Policy Statement is modified in a manner that substantially affects your rights in connection with use of ImmiBook Services. Your continued use of ImmiBook Services after the effective date of any change to the Privacy Policy Statement will be deemed to be your agreement to the modified Privacy Policy Statement. You will not receive email notification of minor changes to the Privacy Policy Statement.

## **Posts**

We provide the capacity for users to post information in posts for sharing information in a public space on the website. This information is publicly available to all users of these forums and visitors to our website. We require registration to publish information, but given the public nature of both platforms, any Personal Information disclosed within these posts may be used to contact users with unsolicited messages. We encourage users to be cautious in disclosure of Personal Information in public forums as ImmiBook is not responsible for the Personal Information users elect to disclose. ImmiBook also supports third party authentication providers such as Facebook, Google and Apple that allow users to log in/authenticate in the application. These service providers may collect your IP address and may set a cookie to enable the authentication function.

## **Contact Us**

If you have any questions or concerns regarding this Privacy Policy Statement, please contact us at [immibook@gmail.com](mailto:immibook@gmail.com). We shall respond to all inquiries within 30 days of receipt upon ascertaining your identity.

