## PRIVACY POLICY

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Skyflow Creations is committed to providing quality services to you and this policy outlines our ongoing obligations to you in respect of how we manage your Personal Information. Skyflow Creations takes great care to safeguard your personal privacy. The company recognizes that individuals have a right to control how their personal information is collected and used.

Providing personal information is an act of trust and it is taken seriously.

We have adopted the National Privacy Principles (NPPs) contained in the Privacy Act 1988 (Cth) (the Privacy Act). The NPPs govern the way in which we collect, use, disclose, store, secure and dispose of your Personal Information.

A copy of the Australian Privacy Principles may be obtained from the website of The Office of the Federal Privacy Commissioner at <a href="https://www.privacy.gov.au">www.privacy.gov.au</a>.

Personal Information is information that identifies an individual. Examples of Personal Information we collect include: names, addresses, email addresses, phone and facsimile numbers. This Personal Information is obtained in many ways including correspondence by telephone and facsimile, by email, social media, via our website www.skyflowcreations.com.au, from your website and through website cookies. We collect your Personal Information for the primary purpose of providing our services, delivering our products, and for marketing. We may also use your Personal Information for secondary purposes closely related to the primary purpose, in circumstances where you would reasonably expect such use or disclosure. You may unsubscribe from our mailing/marketing lists at any time by contacting us in writing.

The Company uses tracking technologies such as cookies or web beacons to make use of the website and services as convenient as possible. Cookies are pieces of information that a web site transfers to a computer's hard disk for record keeping purposes. Most web browsers are set to accept tracking technologies such as cookies or web beacons. These tracking technologies do not themselves personally identify users, although they do identify a user's browser.

You may access the Personal Information we hold about you and to update and/or correct it, subject to certain exceptions. If you wish to access your Personal Information, please contact us by email at <a href="mailto:blair@skyflowcreations.com.au">blair@skyflowcreations.com.au</a> We will not charge any fee for your access request, but may charge an administrative fee for providing a copy of your Personal Information. To protect your Personal Information, we may require identification from you before releasing the requested information.

Skyflow Creations may provide links to web sites outside of the Company site. These linked sites are not under the control of Skyflow Creations, and the Company is not responsible for the conduct of companies linked to our web site, nor for the performance or otherwise of any content and/or software contained in such external websites.

This Policy may change from time to time due to that nature of our business and is available on our website. Queries relating to the Privacy Policy, or any problems or complaints may be directed to the Personal Information Officer by calling the customer enquiry number +61403651017 or via email: <a href="mailto:blair@skyflowcreations.com.au">blair@skyflowcreations.com.au</a>