
HUIS ESTATE AGENTS Profile Privacy Policy

huis estate agents respects your right to privacy. We are bound by the National Privacy Principles contained in the Privacy Act 1988. Those Principles regulate how we collect, store, use and disclose personal information about you and other individuals.

Huis estate agents may collect personal information about you including your name, address, address of the property you have sold or purchased, the purchase / sale price, whether the property was purchased / sold at auction or by conventional sale, the date of purchased / sale and other details about your property including its size, zoning, number of rooms and other features.

Generally, we collect and hold your personal information for the purpose of assisting you, we only use disclose personal information about you for the purposes for which it was collected (as set below).

Collection, Use and Disclosure

In our agency business, we collect, hold, use and disclose to third parties, personal information for a number of reasons:

- to carry out appointments as sales agents for clients selling their properties;
- to carry our appointments as property managers for rental property owners, which includes processing tenancy applications and managing tenancy relationships and the tenanted property;
- to promote and market our services and the products and services of third parties (we will only use your personal information for this purpose and will not disclose it to third parties);
- to provide information on and promote properties for sale and for rent to the market;
- to reply to enquiries and information requests made by individuals;
- for internal business processes such as market research and billing; and
- in some circumstances where we are required to collect and disclose your personal information as a matter of law.

We collect personal information about individuals:

- from the individuals themselves – through application forms, registration books at open inspections, appointment forms, agreements, correspondence including emails, our web site and through verbal communications;
- from third parties (including from other agents, from operators of tenancy reference databases and other publicly available databases and from referees) – in the course of verifying and evaluating tenancy applications and managing tenancy arrangements, and in carrying out agency services for a client, including through property searches.

RP Data Information

This agency also provides information to RP Data Limited ABN 67 087 759 171. RP Data Limited shares information with other members of the real estate industry and also provides information to the valuation industry. Contact details for RP Data Limited are available at www.rpdata.com.

News Ltd and Fairfax – Post sale advice.

Huis estate agents also provides information in relation to the sale of a property to the Sunday Mail, Courier Mail and Domain. Such information includes sale price, property description and method of sale.

Security of Information

We will take all reasonable steps to ensure that the personal information we hold about you is not subject to loss, misuse or unauthorised access or alteration. We will also take reasonable steps to destroy or permanently de-identify personal information if it is no longer required.

Access to Personal Information

If you would like to access or correct any personal information which we hold about you, please do not hesitate to contact us. Please note that a charge may apply to cover all reasonable costs that we may incur in providing you with access to your personal information.

We will take all reasonable steps to correct any information which you show to be inaccurate, incomplete or out-of-date.

Contact

If you have any requests, queries or comments which you would like to make, please do not hesitate to contact us on:

HUIS ESTATE AGENTS
PO Box 4357
Gumdale QLD 4154
Phone: 0438191564
enquiries@huis.com.au

Policy Updates

Please note that this Privacy Policy may be updated from time to time.

Vendor or Purchaser Acknowledgement

Name: _____

Signature: _____

Name: _____

Signature: _____

Dated: _____