



# Privacy Policy

AMEGA 2000 OFFICE FURNITURE

Effective Date: March 11, 2026

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AMEGA 2000 OFFICE FURNITURE ("we", "us", "our") ABN **41 721 579 955**, located at **Unit 6 & 7, 37 Chambers Road, Altona North, Victoria 3025, Australia**, is committed to protecting your privacy in accordance with the Australian Privacy Principles (APPs) under the Privacy Act 1988 (Cth).

## Contact Us

Phone: 03 9330 4548

Email: [admin@amega2000.com.au](mailto:admin@amega2000.com.au)

Website: [www.amega2000.com.au](http://www.amega2000.com.au)

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## 1. Information We Collect

We collect personal information when you:

- Submit **contact forms** (name, email, phone, subject, message)
- Sign up as a **reseller** (business details, ABN, contact info)
- Subscribe to our **newsletter**
- Place **orders** (shipping/billing addresses, purchase history)
- Use our website (**cookies**, IP address, browsing data via Google Analytics/Facebook Pixel)

We do not collect payment details directly; these are handled securely by our payment processors.

## 2. How We Collect Information

- **Directly from you** via forms and orders
- **Automatically** via cookies and analytics tools
- From **third parties** like freight carriers for delivery info (not shared proactively)

### 3. Purpose of Collection

Your information helps us:

- Respond to inquiries and provide quotes
- Process reseller accounts, credit applications, and orders
- Deliver products and manage purchase history
- Send newsletters/marketing (with opt-out)
- Improve website experience and analyze usage

### 4. Disclosure of Personal Information

We may share your personal information only with trusted third parties when necessary to provide our services, such as:

- **Zoho** (accounting/newsletters)
- **Google Drive** (secure storage)
- **Freight carriers** (delivery details only)
- **Google Analytics/Facebook Pixel** (anonymized usage data)

**We want to be absolutely clear: we do not sell, rent, or trade your personal information to anyone, under any circumstances.**

### 5. How We Store and Protect Your Personal Information

We take reasonable steps to protect your personal information from misuse, interference, loss, and unauthorized access. Your information is stored in secure systems and is only accessible by authorized personnel.

If we no longer need your personal information, we will take reasonable steps to destroy or de-identify it.

### 6. Access, Correction & Deletion

Contact [admin@amega2000.com.au](mailto:admin@amega2000.com.au) to:

- Access your data
- Correct inaccuracies
- Request deletion (subject to legal obligations like accounting records)

We'll respond within **30 days**.

## 7. Cookies & Tracking

Our site uses cookies for functionality and analytics. Browser settings can manage them. Opt-out of marketing via unsubscribe links.

## 8. Reseller & B2B Clients

For corporate/reseller accounts, we retain purchase history for warranty/service. Credit applications may involve standard checks.

## 9. Changes to Policy

We'll update this policy and notify via website/email for material changes.

## 10. Complaints

If you believe we have breached your privacy rights, please contact us using the details above. We take privacy complaints seriously and will respond promptly. If you're not satisfied with our response, you may contact the Office of the Australian Information Commissioner (OAIC):

**Website:** [www.oaic.gov.au](http://www.oaic.gov.au)

**Phone:** 1300 363 992

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## Document Information

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