

Privacy Policy

Complete Catering Co

Last Updated: 08/07/2024

1. Introduction

Complete Catering Co ("we," "our," or "us") is committed to protecting your privacy. This Privacy Policy outlines how we collect, use, disclose, and protect your personal information in accordance with the Australian Privacy Principles under the Privacy Act 1988 (Cth).

2. Information We Collect

2.1 Personal Information: We may collect personal information from you when you interact with us, including when you book our services, place an order, or contact us. This may include your name, email address, phone number, postal address, and payment information.

2.2 Non-Personal Information: We may also collect non-personal information about your interactions with our website, such as your IP address, browser type, and browsing history.

3. How We Use Your Information

3.1 To Provide Services: We use your personal information to provide our catering services, process payments, and communicate with you about your bookings and orders.

3.2 To Improve Our Services: We may use your information to improve our services, personalise your experience, and enhance our website's functionality.

3.3 Marketing: With your consent, we may use your personal information to send you promotional materials and updates about our services. You can opt-out of these communications at any time.

3.4 Legal Obligations: We may use your personal information to comply with legal obligations and enforce our Terms and Conditions.

4. Disclosure of Your Information

4.1 Third-Party Service Providers: We may share your personal information with third-party service providers who assist us in providing our services, processing payments, and conducting our business operations. These providers are required to protect your information and only use it for the purposes for which it was disclosed.

4.2 Legal Requirements: We may disclose your personal information if required by law or in response to valid requests by public authorities (e.g., a court or government agency).

4.3 Business Transfers: In the event of a merger, acquisition, or sale of all or a portion of our assets, your personal information may be transferred to the new owner.

5. Security

We take reasonable steps to protect your personal information from unauthorised access, use, or disclosure. However, no data transmission over the internet or electronic storage method is 100% secure, and we cannot guarantee absolute security.

6. Cookies and Tracking Technologies

We use cookies and similar tracking technologies to enhance your experience on our website. Cookies are small data files stored on your device that help us understand how you use our website and improve its functionality. You can disable cookies through your browser settings, but this may affect your ability to use certain features of our website.

7. Accessing and Updating Your Information

You have the right to access, correct, or delete your personal information held by us. To make a request, please contact us using the information provided below. We will respond to your request within a reasonable timeframe.

8. Changes to This Privacy Policy

We may update this Privacy Policy from time to time to reflect changes in our practices or legal requirements. The updated policy will be posted on our website with the effective date. We encourage you to review this policy periodically.

9. Contact Us

If you have any questions or concerns about this Privacy Policy or our privacy practices, please contact us at:

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