

RT Hospitality Solutions Privacy Statement

Privacy

RT Hospitality Solutions is committed to the responsible use of personal information collected on its website and believes that privacy is an important individual right and is significant to our own business reputation and the businesses of our clients. We are committed to protecting your personal information.

Site Visit Data

When you access the RT Hospitality Solutions website our server logs the following information which is provided by your browser for statistical purposes only:

- The type of browser and operating system you are using
- Your Internet Service provider
- Your top level domain name (for example .com, .gov, .edu, etc)
- Your computer's IP (Internet Protocol) address (a number which is unique to the machine through which you are connected to the internet)
- The date and time of the visit to the site
- The pages you accessed and documents downloaded
- The previous web site you visited to find our web site – via a search engine or a link on another web site and;
- The amount of time spent on our web site.

The above information is used by RT Hospitality Solutions for aggregated summary statistics or systems administration purposes only. We will not collect or solicit personal information via this site which would be unlawful, unnecessary or unrelated to the functions or activities of RT Hospitality Solutions. No attempt will be made to identify individual users or their browsing activities, except where we may be compelled by a request from a law enforcement or government agency.

Information collection

We collect personal information from you when you complete the contact details on line via this website. Generally we collect the following: Name, Company or Organisation, Role, Address and Contact details (phone, fax and email).

Direct Marketing

RT Hospitality Solutions may use the personal information you provide to identify particular RT Hospitality Solutions services which we believe may be of interest and benefit to you. We may then contact you with relevant information. If you do not wish to receive direct marketing information from RT Hospitality Solutions please let us know.

Security of Information

RT Hospitality Solutions takes all reasonable steps to protect your personal information from loss, misuse, unauthorised disclosure or destruction.

Access to Personal Information

RT Hospitality Solutions will collect your personal information in order to provide you with, or give you access to, a particular RT Hospitality Solutions service. You have the right to access and correct your Personal Information at any time and we will provide access upon request unless a request is unreasonable and the Privacy Act 1988 would permit us to decline that access (for example, where access would infringe another person's privacy).

Clients who wish to gain access to their personal information should contact our administration by email to: administration@rthospitality.com

Disclosure of Personal Information

RT Hospitality Solutions endeavour to achieve industry best practice in the security of personal information which it holds. We do not sell or trade personal information, or allow third parties to use that personal information for their own purposes. If information needs to be accessed by a third party, we attempt to limit that access to the extent necessary for the third party to provide their services to us. We will ensure that those suppliers and contractors are also bound by duties of confidentiality, and by the same privacy obligations as RT Hospitality Solutions itself.

Under certain circumstances we may be compelled to provide your personal information to law enforcement agencies, the ATO, Australian Electoral Office or the Department of Family Services.

Changes to this Privacy Statement

The contents of this Statement are subject to change and are not intended to create a contract between RT Hospitality Solutions and any individual visiting the site or who provides us with their personal information. Due to ongoing changes and developments, this Web Site Privacy Statement may be updated and modified from time to time. The amended statement will be posted to this Web Site and will be effective from the moment it is posted.

This Statement was last updated October 2008.

Links

The RT Hospitality Solutions website has links to other sites. Those organisations are solely responsible for the operation and information found on their respective websites and whilst we endeavour to work with ethical entities we do not offer any endorsement or guarantee of any of the organisations information or information found on their respective websites.