Privacy Policy

Last Updated: 05/11/2024

Rustiriko is committed to providing quality services to you and this policy outlines our ongoing obligations regarding how we manage your Personal Information.

We have adopted the Australian Privacy Principles (APPs) contained in the *Privacy Act 1988* (Cth) (the Privacy Act). These principles 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 Australian Information Commissioner at <u>https://www.oaic.gov.au/</u>.

1. What is Personal Information and Why Do We Collect It?

Personal Information is information or an opinion that identifies an individual. Examples of the Personal Information we collect include names, email addresses, and other contact details.

We obtain this Personal Information in a variety of ways, including through correspondence (such as email), through our website (<u>https://www.rustiriko.com</u>), and from third-party services such as Stripe, which we use to manage payments. We cannot guarantee the privacy policies of any third-party sites we link to.

We collect your Personal Information for the primary purpose of providing our services to you, managing customer support, and administering our VIP subscription service.

2. Sensitive Information

Sensitive information is defined in the Privacy Act to include information or opinions about such things as an individual's racial or ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, criminal record, or health information.

We will use sensitive information only:

- For the primary purpose for which it was obtained;
- For a secondary purpose directly related to the primary purpose;
- With your consent; or where required or authorized by law.

3. Third Parties

Where reasonable and practicable to do so, we will collect your Personal Information only from you. In some circumstances, however, we may receive information from third parties (such as Stripe). In such cases, we will take reasonable steps to ensure you are made aware of the information provided to us by the third party.

4. Disclosure of Personal Information

Your Personal Information may be disclosed in a number of circumstances, including:

- To third parties where you consent to the use or disclosure; and
- Where required or authorized by law.

5. Security of Personal Information

Your Personal Information is stored in a manner that reasonably protects it from misuse, loss, unauthorized access, modification, or disclosure. When your Personal Information is no longer needed for the purpose for which it was obtained, we will take reasonable steps to destroy or permanently de-identify it.

6. Access to Your Personal Information

You may request access to the Personal Information we hold about you to update and/or correct it, subject to certain exceptions. If you wish to access your Personal Information, please contact us in writing.

Rustiriko 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 before releasing the requested information.

7. Maintaining the Quality of Your Personal Information

It is important to us that your Personal Information is accurate, complete, and up-to-date. If you find that the information we have is not accurate or is outdated, please inform us as soon as practicable so we can update our records and continue providing quality services.

8. Policy Updates

This Policy may change from time to time and is available on our website.

9. Privacy Policy Complaints and Enquiries

If you have any queries or complaints about our Privacy Policy, please contact us at:

Rustiriko Email: <u>support@rustiriko.com</u> Discord: <u>https://discord.com/dv8eBSpe</u>