

# Delivery, Privacy, Return & Refund Policy

Thanks for shopping through Diversity Entertainment online store.

If you are not entirely satisfied with your purchase, we're here to help.

## **Delivery**

Every purchase on our online store comes with free domestic shipping within Australia, via Australian Post. All purchases will be posted within 3 business days of your purchase, if stock is available. To calculate how long until the package is in your hands please click here.

You will receive a tracking number via email. All items will be packaged and posted so that potential postage damage is at a minimum

# **Privacy**

Diversity Entertainment PTY LTD (Australian Business Number: 65626436691) is committed to providing quality services to you and this policy outlines our ongoing obligations to you in respect of how we manage your Personal Information.

We have adopted the National Privacy Principles (NPPs) contained in the Privacy Act 1988 (Cth) (the Privacy Act). The NPPs 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 Federal Privacy Commissioner at <a href="https://www.privacy.gov.au">www.privacy.gov.au</a>.

What is Personal Information and why do we collect it?

Personal Information is information or an opinion that identifies an individual. Examples of Personal Information we collect include: names, addresses, email addresses, phone and facsimile numbers. We collect your Personal Information for the primary purpose of providing our services to you, providing information to our clients and marketing. We may also use your Personal Information for secondary purposes closely related to the primary purpose, in circumstances where you would

reasonably expect such use or disclosure. You may unsubscribe from our mailing/marketing lists at any time by contacting us in writing.

When we collect Personal Information we will, where appropriate and where possible, explain to you why we are collecting the information and how we plan to use it.

#### Sensitive Information

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

Sensitive information will be used by us only:

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

#### Third Parties

Where reasonable and practicable to do so, we will collect your Personal Information only from you. However, in some circumstances we may be provided with information by third parties. In such a case we will take reasonable steps to ensure that you are made aware of the information provided to us by the third party.

## Disclosure of Personal Information

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

- Third parties where you consent to the use or disclosure; and
- Where required or authorised by law.

## Security of Personal Information

Your Personal Information is stored in a manner that reasonably protects it from misuse and loss and from 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 your Personal Information. However, most of the Personal Information is or will be stored in client files which will be kept by us for a minimum of 7 years.

## Access to your Personal Information

You may access the Personal Information we hold about you and to update and/or correct it, subject to certain exceptions. If you wish to access your Personal Information, please contact us in writing. Diversity Entertainment will not charge any fee for your access request, but may charge an administrative fee for providing a copy of your Personal Information.

In order to protect your Personal Information we may require identification from you before releasing the requested information.

## Maintaining the Quality of your Personal Information

It is an important to us that your Personal Information is up to date. We will take reasonable steps to make sure that your Personal Information is accurate, complete and up-to-date. If you find that the

information we have is not up to date or is inaccurate, please advise us as soon as practicable so we can update our records and ensure we can continue to provide quality services to you.

## **Policy Updates**

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

#### **Returns**

We accept returns for faulty products, or damaged products via shipping, in this case you have 10 days from receiving the items to notify us via email, we will require photos of the issues. We will replace any item free charge, customers are responsible for return postage.

We offer a 100% refund on any purchase that has any major faults, in this case you have 10 days from receiving the items to notify us via email, we will require photos of the issues.

To be eligible for a return, your item must be unused and in the same condition that you received it.

Your item must be in the original packaging.

Your item needs to have the receipt or proof of purchase.

Items will not be returnable due to wrong sizes.

## Refunds

Items will be replaced free of charge if there is a fault with production, quality or due to shipping damage. There will be no refunds handed out. Size charts are displayed throughout our store and customers are urged to pick sizes with care.

## Shipping

You will be responsible for paying for your own shipping costs for returning your item. Shipping costs are non refundable.

### **Contact Us**

If you have any questions on how to return your item to us, contact us.