



NovateMyCar Pty Ltd is committed to respecting the privacy of your personal information and complies with the Australian Privacy Principles (APPs) contained in the Privacy Act 1988. This privacy policy relates to the personal information we hold.

#### Collection and use

We only collect personal information necessary to establish and administer your salary package. This information includes details such as your name, address, contact details, date of birth, relevant banking, employment, salary and package details.

#### Disclosure

We may need to disclose your personal information to certain organisations in connection with the establishment and administration of your salary package. This may include your employer, your financial institution or a supplier of a benefit included in your salary package, and legally contracted service providers.

We may use your personal information to inform you of benefits available as part of the NovateMyCar service. You may choose to opt-out of receiving this type of material.

#### Data quality and security

We will take reasonable steps to ensure the personal information we collect is current and protected from unauthorised access, modification and disclosure.

#### Access and correction

Your personal information held by us is available on request. Any errors brought to our attention will be promptly corrected.

#### Direct Marketing

We may use your personal information to provide you with current information about our services you may find of interest, changes to our organisation, or new products or services being offered by us or any company we are associated with.

If you do not wish to receive marketing information, you may at any time decline to receive such information by writing to us at Privacy Officer, NovateMyCar, PO Box 4048, Richmond East LPO, VIC, 3121. If the direct marketing is by email, you may also use the unsubscribe function. We

will not charge you to action your request and will take all reasonable steps to meet your request at the earliest possible opportunity.



### Anonymity

You may deal with us anonymously where it is practicable to do so, such as making a general enquiry. It is not possible to salary package with us anonymously.

### Openness and privacy enquiries

Privacy-related enquiries or concerns should be directed to:

Privacy Officer

NovateMyCar Pty Ltd

PO Box 4048

Richmond East LPO, VIC, 3121

More information on privacy, in general, is available from The Office of The Australian Information Commissioner - [OAIC website](#)



## NovateMyCar Privacy Statement - NSW Public Sector Agencies

### Introduction

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