

Sprout Unit Privacy Policy

Effective Date: 1 November 2022

Last Reviewed: 27 May 2025

Business Name: Sprout Unit Pty Ltd

Contact Email: bea@sproutunit.com.au

Website: <https://sproutunit.com.au>

ABN: 83648779024

This privacy policy complies with the Australian Privacy Principles (APPs) under the Privacy Act 1988 (Cth).

Your Privacy

Your privacy is important to us. It is Sprout Unit's policy to respect your privacy and comply with any applicable law and regulation regarding any personal information we may collect about you, including across our website, <https://sproutunit.com.au>, and other sites we own and operate.

Information We Collect

We collect information that you knowingly and actively provide us when using or participating in any of our services and promotions, and any information automatically sent by your devices while accessing our services. This may include:

- Name, date of birth, address
- Contact information
- Usage data such as device IP address, browser type/version, visit timestamps, and error logs

This information is generally kept confidential.

Log Data

When you visit our website, servers may log standard data provided by your browser, including:

- IP address
- Browser type and version
- Pages visited and time spent
- Time and date of access
- Technical error details (if applicable)

While this information may not be personally identifying on its own, it may be possible to identify individuals by combining it with other data.

Legitimate Reasons for Processing Your Personal Information

We only collect and use your personal information when we have a legitimate reason to do so. This will only include information that is reasonably necessary to deliver our services.

How We Collect Information

We may collect personal information when you:

- Use a mobile device or browser to access our content
 - Contact us via email, social media, or similar technologies
 - Mention or tag us on social media
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How We Use Personal Information

We may use your personal information to:

- Contact and communicate with you
 - Send you promotional material about our services or relevant third parties
 - Process job applications
 - Maintain internal records and admin
 - Fulfil legal obligations and resolve disputes
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Security of Your Personal Information

We take commercially reasonable steps to protect your data from loss, theft, misuse, and unauthorized access. However, no method of transmission or storage is 100% secure. You are responsible for securing your passwords and account access.

How Long We Keep Your Information

We keep personal information only as long as necessary for the purposes stated in this policy. When no longer required, we will delete or anonymize your information unless retention is required for legal, research, or archival reasons.

Children's Privacy

We do not target or knowingly collect personal data from children under 13. If we discover we have collected personal data from a child under 13 without parental consent, we will delete it as soon as possible.

Disclosure of Personal Information to Third Parties

We may share your information with:

- Related companies, subsidiaries, or affiliates
 - IT service providers, data storage and analytics platforms
 - Employees, contractors, or professional advisors
 - Business partners and agents
 - Courts or legal authorities where required
 - Parties involved in mandatory reporting or duty of care obligations
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International Transfers

Your personal information may be stored or processed in countries outside of Australia. In such cases, we ensure compliance with applicable laws and take steps to protect your data according to this policy.

Your Rights

You have the right to:

- Withhold or withdraw consent
- Request access to your personal data
- Request correction of inaccurate or outdated information
- Opt out of direct marketing
- Make a complaint about a data breach

If we receive personal information about you from a third party, we will handle it in accordance with this policy.

Cookies Notice

We use cookies to improve your experience on our website. This includes storing preferences, analytics, and personalizing content. You can control cookie settings through your browser.

Limits of Our Policy

Our website may link to third-party sites. We are not responsible for their content or privacy practices.

Changes to This Policy

We may update this policy to reflect changes in our business practices or legal obligations. When updates occur, we will revise the date above and may notify you via email or a notice on our website.

Contact Us

If you have any questions or concerns about your privacy, please contact:

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 bea@sproutunit.com.au