

PRIVACY STATEMENT FOR WWW.ACCOUNTANTSDESKTOP.COM.AU

Canerak Pty Ltd
Trading as Accountants Desktop
ABN 77 158 181 037
Privacy Statement

This website is operated by Canerak Pty Ltd, trading as Accountants Desktop, using commercial web-hosting facilities. Our business address is Suite 5A, 49-51 Eton St, Sutherland NSW 2232 and our postal address is PO Box 507, Sutherland NSW 1499. Our telephone number is (02) 9542 4655 and our fax number is (02) 9542 4611.

The only personal information we collect from you is on your application to become a member of Accountants Desktop and is limited to the following -

- Title
- First Name
- Last Name
- Firm Name
- Position with Firm
- Email Address
- Postal Address
- Business Address
- Work Telephone Number
- Professional Association(s)
- How You Heard About Us

We respect your right to privacy and are committed to protecting any personal information entrusted with us. When we collect any personal information, such as details shown in an application to become a member of our site, we will store that information in a secure environment which is only accessible by administrators of our website and is protected by password. That information will only be used for the purpose of administering our site and planning ongoing development of the site. Under no circumstances will we disclose this personal information to anyone without your consent, unless compelled to by law. You can access and correct all of your personal information that we hold by logging on to the site and selecting "My Profile".

When you use our Calculations Module, you will be downloading Microsoft Excel files to your local or network drive and entering confidential client information to the worksheet(s). Any such confidential client information entered to these worksheets is not recorded or stored at any stage on the Accountants Desktop website and we will therefore not have access to or be holding confidential client information. It will be your responsibility to secure that information. Using other modules within Accountants Desktop will similarly not involve us in collecting or storing confidential client information.

We will not make any attempt to identify a visitor to our site. In the unlikely event of an investigation, we may be forced to produce internet web server logs to a law enforcement agency.

When you send us an email, we will only use your email address to prepare and send a response. Under no circumstances will we add your email address to a mailing list or disclose it to anyone without your consent. We may use your personal information to keep you informed by email about any changes to our site.

We do provide links to other websites as part of our service and our privacy policy will not be relevant when you visit those sites. You must check the privacy policy of those other websites to determine how safe your personal information will be.

We reserve the right to change our privacy policy from time to time and undertake to publish details of any such changes in a prominent place on our website.