



# BEWITCHING PHOTOGRAPHY BY TABYTHA

## Bewitching Photography Privacy Policy

Bewitching Photography is committed to protecting your privacy and managing personal information in accordance with the **Privacy Act 1988 (Cth)** and the **Australian Privacy Principles (APPs)**.

This policy explains how we collect, use, and protect your personal information when you visit our website or order photographs through the online ordering system.

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## Personal Information We Collect

We may collect personal information when you:

- Access our website at **www.bewitchingphotos.com**
- Use the online photo ordering system
- Contact us via email or other communication channels

Our website uses an online gallery service that allows parents and guardians to securely view and order photographs.

Payments made through our website are processed through our secure payment providers **Stripe** and **PayPal** using encrypted connections

**Bewitching Photography does not store any credit card details.**

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## Information Collected Through The Ordering System

When placing an order, we may collect the following information:

- Child's full name
  - Parent or guardian's name
  - Childcare centre, kindergarten, or dance school attended
  - Parent or guardian's phone number
  - Parent or guardian's email address
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## How We Use Your Information

Your personal information is used only for the purposes of:

- Identifying your child's photographs
  - Processing and fulfilling photo orders
  - Communicating with you regarding your order
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## Complaints or Concerns

If you believe your personal information has been misused, please contact us directly.

Once a complaint is received, we will investigate the matter and aim to respond within **14 days**. If additional time is required, we will notify you and provide an expected response timeframe.

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## Anonymity

You have the right to communicate with us anonymously

However, if you choose to do so, we may be unable to process or fulfil your photo order, as identifying information is required to provide your photographs.

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## Collection of Personal Information

We will only collect personal information that is reasonably necessary to:

- Photograph your child
- Identify images
- Process your order

We **do not collect sensitive information** as defined under the Privacy Act 1988 (Cth).

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## Unsolicited Personal Information

If we receive personal information that we did not request and do not require, we will securely destroy or de-identify that information within **7 days of discovery**.

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## Information Provided by Childcare Centres or Kindergartens

In some circumstances, childcare centres or kindergartens may provide us with children's names to assist with identifying children in group photographs.

Apart from this, we do not collect personal information unless it is provided directly by you.

It is the responsibility of the centre or kindergarten to inform parents or guardians if they have shared a child's name with us.

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## Use and Disclosure of Personal Information

Personal information collected for a specific purpose will not be used or disclosed for any other purpose unless:

- You have provided consent, or
- It is reasonably necessary to fulfil your order.



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## Marketing

Bewitching Photography **does not sell, rent, or provide your personal information to third parties for marketing purposes.**

Photographs taken are used solely for the purpose of fulfilling orders and delivering photographic products to families. Bewitching Photography does not publicly publish or distribute images of children without appropriate permission.

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## Cookies and Website Analytics

Our website may use **cookies**, which are small text files placed on your device to improve your browsing experience and remember your preferences.

You can disable cookies through your browser settings, although doing so may limit the functionality of our website.

We also use **Google Analytics**, which collects anonymous website traffic data to help us understand how visitors use our website.

Google Analytics does not identify individual users. By using our website, you consent to the processing of data by Google in accordance with their privacy policy.

You can opt out of Google Analytics by disabling cookies, disabling JavaScript, or using Google's opt-out tools.

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## Third-Party Websites

Our website may contain links to external websites.

We are not responsible for the privacy practices or content of those websites. We recommend reviewing the privacy policies of any external sites you visit.

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## Security of Personal Information

We take reasonable steps to protect the personal information we hold.

Your information is stored securely on **Australian-based servers**. While we take appropriate security measures, no method of internet transmission can be guaranteed to be completely secure.

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## Government Identifiers

We do not adopt, use, or disclose government-related identifiers (such as tax file numbers or driver's licence numbers) as our own identifiers.

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## **Accuracy of Personal Information**

We rely on the information you provide to us. Please ensure that your personal information is **accurate, up to date, and complete**.

If your details change, please notify us so we can update our records.

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## **Access to Your Personal Information**

You may request access to the personal information we hold about you unless access is restricted by Australian law.

Proof of identity may be required before any information is provided.

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## **Correction of Personal Information**

You may request that we correct personal information if it is inaccurate, incomplete, misleading, or out of date.

If we are unable to correct your information, we will provide an explanation.

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## **Changes to This Privacy Policy**

We may update this Privacy Policy from time to time to reflect changes in legislation or business practices.

Updates will be published on our website and wherever this policy is displayed.

## **Contact Information**

**Bewitching Photography**

**Owned and operated by Tabytha McCarthy**

**Email: be\*\*\*\*\*@\*\*\*\*\*.com**

**Mobile: 0408 325 481**

**Website: [www.bewitchingphotos.com](http://www.bewitchingphotos.com)**

**ABN: 605 131 456 35**

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