



# Privacy Policy

I take your privacy seriously and commit to respecting the information I collect from those who visit my website or interact with me professionally. I only collect necessary information that enables me to deliver the best service to people. You are welcome to read my Privacy Policy below.

## Information I collect from you

In the process of conducting business with you or providing information via my website, I may obtain the following information about you: name, company name, email address, telephone number, billing address, geographic location, IP address, support queries, blog comments and social media handles (all come under the definition 'Personal Data'). You can review, correct, update or delete your Personal Data by contacting me directly via [hello@janinewilsonwriter.au](mailto:hello@janinewilsonwriter.au).

## How I use your information

Information collected may be used for the following: communicating with you, providing a service, providing technical support, notifying you of updates and offers, sharing useful content, measuring customer satisfaction, diagnosing problems and providing you with a personalised website experience. Marketing communications are only sent to you if you have requested or subscribed to them. You can opt out of my marketing communications at any time by unsubscribing or emailing me and your request will be actioned as soon as practicable. Some unidentifiable information is used to analyse website traffic and behaviour, to administer my website, produce reports and analytics, advertise my services, etc. Any information you choose to make publicly available, such as blog comments and testimonials on my website, will be available for others to see. If you subsequently remove this information, copies may remain viewable in cached and archived pages on other websites or if others have copied or saved the information.

## Storage and security of your information

Janine Wilson Copywriting is hosted on the Wix.com platform. Wix.com provides me with the online platform that allows me to promote my services to you. Your data may be stored through Wix.com's data storage, databases and the general Wix.com applications. They store your data on secure servers behind a firewall. I use the Powr plugin for the Contact Form and their Privacy Policy can be viewed at <https://www.powr.io/privacy>. All information I receive from you is stored in the cloud and protected from unauthorised use or access. This may mean data is stored in servers outside of Australia but only in countries with adequate privacy protections. I retain your personal information for as long as needed to provide services to you and as otherwise necessary to comply with my legal obligations, resolve disputes and enforce our agreements. In the event there is a breach of my security and your Personal Data is compromised, I will promptly notify you in compliance with the applicable law.

## **Use of Cookies**

A cookie is a small file placed in your web browser that collects information about your web browsing behaviour. Use of cookies allows a website to tailor its configuration to your needs and preferences. Most web browsers automatically accept cookies but you can choose to reject cookies by changing your browser settings. This may, however, prevent you from taking full advantage of my website. My website uses cookies to analyse website traffic, provide social media sharing and liking functionality and help me provide a better website visitor experience. You can find out more about cookies here <https://allaboutcookies.org/>.

The following links explain how to access cookie settings in various browsers:

- [Cookie settings in Firefox](#)
- [Cookie settings in Internet Explorer](#)
- [Cookie settings in Google Chrome](#)
- [Cookie settings in Safari \(OS X\)](#)
- [Cookie settings in Safari \(iOS\)](#)
- [Cookie settings in Android](#)

To opt out of being tracked by Google Analytics across all websites, visit this link: <http://tools.google.com/dlpage/gaoptout>.

## **Sharing your information with third parties**

I do not sell Personal Data or any customer information. Your Personal Data details are only disclosed to third party suppliers when it is required by law, for goods or services which you have purchased, for payment processing or to protect my copyright, trademarks and other legal rights. To the extent that I do share your Personal Data with a service provider, I would only do so if that party has agreed to comply with my privacy standards as described in this Privacy Policy and in accordance with applicable law. My contracts with third parties prohibit them from using any of your Personal Data for any purpose other than that for which it was shared.

## **Disclosure of your information**

I may from time to time need to disclose certain information, which may include your Personal Data, to comply with a legal requirement, such as a law, regulation, court order, subpoena, warrant, in the course of a legal proceeding or in response to a law enforcement agency request. Also, I may use your Personal Data to protect the rights, property or safety of [www.janinewilsonwrites.au](http://www.janinewilsonwrites.au), my customers or third parties. If there is a change of control in my business (whether by merger, sale, transfer of assets or otherwise) customer information, which may include your Personal Data, could be transferred to a purchaser under a confidentiality agreement. I would only disclose your Personal Data in good faith and where required by any of the above circumstances.

## **Links to other websites**

This website may contain links to other websites. These links are meant for your convenience only. Links to third party websites do not constitute sponsorship or endorsement or approval of these websites, and I'm not responsible for their privacy practices. I encourage you to be aware, when leaving this website, to read the privacy statements of each and every website that collects personally identifiable information. This Privacy Policy applies solely to information collected by this website.

### **Change in my privacy policy**

To ensure your privacy, I may update this Privacy Policy from time to time. At my sole discretion, all modifications will be effective immediately upon my posting of the modifications on this website. Please return periodically to review my Privacy Policy.

### **Contact me**

If you have any questions or concerns at any time about my Privacy Policy or the use of your Personal Data, please contact me at [hello@janinewilsonwriter.au](mailto:hello@janinewilsonwriter.au) and I will respond as soon as practically possible.