

## **TRAVEL TIME PRIVACY POLICY**

On 21 December 2001 a new legislative regime dealing with the way we handle personal information is being introduced.

TRAVEL TIME intends to treat your information in the following manner.

TRAVEL TIME respects the privacy of its customers. The personal information TRAVEL TIME collects is used for the purpose of meeting your travel requirements. The personal information TRAVEL TIME collects may include your name, address, phone number, e-mail address, credit card details (where you provide them) and any further information you volunteer to us. Where necessary to fulfil your requested travel requirements, we will provide personal information you provide to us, to airlines, tour companies, car hire agencies, hotels, restaurants, insurance providers and commercial partners.

Please be assured we will not disclose any personal information for any other purpose without your consent, except where the use or disclosure is required or authorised by or under law. TRAVEL TIME takes reasonable steps to protect any personal information it holds from misuse, loss, unauthorised access, modification or disclosure. TRAVEL TIME does not send unsolicited mail, nor does it sell, in whole or part, the personal information it collects and does not disclose it to other organisation, except as provided above.

The consequence of you not providing any information requested by TRAVEL TIME is that TRAVEL TIME may not be able to complete your travel arrangements, nor will it be able to contact you to advise of changes to your travel details.

On request, you are welcome to view the personal information that we hold about you. If you think that any personal information we hold about you is inaccurate, please contact us as below, and following authentication, we will take reasonable steps to ensure that is corrected.

### TRAVEL TIME

Shop 2

1/274 Pennant Hills Road

Thornleigh NSW 2120 Australia

Ph: +61 2 99809791

Fax: +61 2 9980 9792

Email: [sales@travelttime.com.au](mailto:sales@travelttime.com.au)