

# NSW REAL ESTATE PRIVACY COMPLIANCE PACK

Sales-Only Agency | NSW Fair Trading & Privacy Act Alignment

## Agency Details

Agency Name: IRONBARK REAL ESTATE PTY LTD

ABN: 57 651 728 031

Privacy Officer: MAURICE MANTOVANI

Email: info@ironbarkrealestate.com.au

Phone: 0409 121 905

## Privacy Policy Summary

This agency complies with the Privacy Act 1988 (Cth) and Australian Privacy Principles. Personal information is collected only where necessary for property sales, inspections, communication with clients, and legal compliance. Information is stored securely and only disclosed with consent or where required by law.

## Privacy Collection Notice (Point of Collection)

Personal information is collected to manage property sales, enquiries, inspections and legal obligations. Information may be disclosed to property owners, solicitors, conveyancers, marketing providers, contractors and authorities where required. Our full Privacy Policy is available upon request or on our website.

## CCTV Surveillance Notice

CCTV is used at certain properties and/or our office for safety and security purposes. Footage is securely stored, accessed only by authorised personnel, and may be disclosed to law enforcement where required by law.

## Staff Privacy Responsibilities

- Collect only information necessary for sales activities
- Explain why information is being collected
- Do not disclose personal information without consent or legal authority
- Secure all records and restrict access
- Refer privacy complaints immediately to the Privacy Officer

## Privacy Complaints

Privacy concerns or complaints can be made to the Privacy Officer. Complaints will be acknowledged and handled promptly. If unresolved, individuals may contact the Office of the Australian Information Commissioner (OAIC).

This document is maintained as evidence of compliance for NSW Fair Trading inspections and audits.