

## God's Greetings

### Privacy Policy Statement

God's Greetings is committed to respecting the privacy of its users and subscribers. The following policy discusses how personal information received by God's Greetings will be dealt with. The following matters will be discussed:

1. **Privacy Act**
2. **Reporting on Site Visitations**
3. **Recording Personal Information**
4. **Protecting Personal Information**
5. **Protecting Transmissions**
6. **Cookies**
7. **Links to other sites**
8. **Discussion Groups or List Servers**
9. **Policy Changes**
10. **Breaches of Security or Privacy or Comments**

#### 1. Privacy Act

Although not required by the *Privacy Act 1988 (Cth)* (the 'Privacy Act') to comply with its provisions, God's Greetings seeks to opt in to the Privacy Act in dealing with its users and subscribers. We do this so that our users and members will have security for its customers confidence that they are dealing with a supplier committed to excellence.

#### 2. Reporting on Site Visitations

Any visitor to the God's Greetings website may visit the site without revealing their identity or any personal information. In accordance with current standards, our service provider, Hostmonster, automatically recognizes and records each visitor's source IP address, date and time of visit, and pages viewed, but only discloses to us anonymous, statistical data, which we need to evaluate our website performance and generally improve the website over time.

#### 3. Recording Personal Information

When you choose to become a subscriber, to use our poems for your church's Bulletins or Newsletters, or for readings to your church's congregation or to contact us using the forms on the Pastoral Poems website, that we will ask you to provide specific personal information, such as your name, your address and commitment to a password. We do this because we need the information to properly process your payment, respond to your enquiry or give you access to our downloadable copies of poems that are copyrighted. You may provide this information in any way you like, by mail, electronically or by telephone; you are not restricted to the forms provided on the site.

If you choose not to provide personally identifiable information, this could lead to Pastoral Poems choosing not to proceed with the relationship, because we may feel unable to do so to our mutual satisfaction. Should this be the case, God's Greetings will communicate its decision immediately and will not keep details or include any details on any database.

However, if you do choose to provide this information, God's Greetings reserves the right to enter it into our databases and to use the information to send you key communications about God's Greetings, such as information advising you when a new set of poems has been made available or if your subscription is due for renewal. You may opt out of this information simply by contacting us.

#### 4. Protecting Personal Information

This personally identifiable information is considered by God's Greetings to be privileged information and we are committed to taking all reasonable steps to protect it from any third party. God's Greetings will only release information about you where we are required to disclose the information by a specific law enforcement.

#### 5. Protecting Transmissions

Of course no data transmission over the internet can be guaranteed to be 100% secure and therefore any personally identifiable information transmitted to God's Greetings must be at the sender's risk. However we have taken strong measures to protect this information.

#### 6. Cookies

A cookie is a small piece of data which passes between the browser and server on every request. God's Greetings uses a cookie that contains a unique session ID to enhance site performance. No personal data is ever stored in the cookie, and it expires when you exit your browser.

#### 7. Links to other sites

This web site contains links to other sites. God's Greetings is not responsible for the content or the privacy practices of other web sites linked to our site.

#### 8. Discussion Groups or List Servers

God's Greetings does not host any discussions groups or list servers.

#### 9. Policy changes

God's Greetings reserves the right to change this policy at any time and advises readers to check this page from time to time for any changes.

#### 10. Breaches of Security or Privacy or Comments

If at any time you believe the principles referred to in this privacy statement have not been followed, or have any comments on these principles, please contact us immediately. Your enquiry will be treated with the utmost importance: