**Personal information**

Clean Clothes Laundry Service understands your desire to protect personal information. We intend to inform you how your personal information will be gathered, tracked or used, and to give you choices. If choices are not offered on web pages where your personal information is obtained, please select one of the communication channels at the bottom of this statement to indicate your communication preferences.

**General Information we gather and track**

We request personal information when you place an order, register a product, request a service, answer a survey, enter a contest, correspond with us or engage in certain other activities on our website. For example, If you submit an order on-line with us, we will ask you for information necessary to complete the transaction such as your name, address, and credit card number. You make the decision whether to proceed with any activity that requests personal information. If you do not wish to provide the requested information, however, you may not be able to complete the transaction.

**How we use the General Information we gather and track**

We use personally identifiable information in the following ways:

* To provide you with information about product upgrades, new products, services, newsletters, informative emails, and research on future product ideas or improvements;
* To assist us in creating content that is relevant to you;
* To provide you with special offers that may be of interest to you;
* To assist us in creating better products and services to meet your needs;

**With whom we may share your information**

Clean Clothes Laundry Service collects and uses your personal information to operate the Site and deliver the services you have requested. Clean Clothes Laundry Service also uses your personally identifiable information to inform you of other products or services available from Clean Clothes Laundry Service and its affiliates. Clean Clothes Laundry Service may also contact you via surveys to conduct research about your opinion of current services or of potential new services that may be offered. Clean Clothes Laundry Service does not sell, rent or lease its customer lists to third parties. Clean Clothes Laundry Service may, from time to time, contact you on behalf of external business partners about a particular offering that may be of interest to you. In addition, Clean Clothes Laundry Service may retain the services of outside contractors to provide services for us. They may be used to deliver products or handle order processing. We require that these contractors keep the personal information of customers secure and confidential. We also require that these contractors use personal information only on behalf of Clean Clothes Laundry Service. Clean Clothes Laundry Service will disclose your personal information, without notice, only if required to do so by law or in the good faith belief that such action is necessary to: (a) conform to the edicts of the law or comply with legal process served on Clean Clothes Laundry Service; (b) protect and defend the rights or property of Clean Clothes Laundry Service; and, (c) act under exigent circumstances to protect the personal safety of users of Clean Clothes Laundry Service, or the public.

**Opt out of providing certain information**

Clean Clothes Laundry Service provides a number of ways for you to opt out of receiving additional information from us or having us provide your personal information to our partners. We may offer you these choices at the time you give us your information. If you do not wish to continue receiving our email newsletters or bulletins you can opt out of receiving these communications by replying to the unsubscribe in the subject line in the email.

**Privacy of Children**

Clean Clothes Laundry Service is committed to protecting the privacy needs of children and we encourage parents and guardians to take an active role in the online activities and interests of their children. Clean Clothes Laundry Service does not knowingly collect information from children under the age of 18 and PDF Complete does not target its websites to children under 18.

**Security**

We have taken security measures, consistent with international information practices, to protect your personal information. These measures include technical and procedural steps to protect your data from misuse, unauthorized access or disclosure, loss, alteration, or destruction. Credit card information is transmitted using secure socket layer (SSL) encryption.

We make a sincere effort to respond to your requests to update or correct your personal information. If you believe that Clean Clothes Laundry Service does not have your current personal information, you can update it by using one of the communication channels at the bottom of this statement.

**Use of Cookies**

The Clean Clothes Laundry Service Site use "cookies" to help you personalize your online experience. A cookie is a text file that is placed on your hard disk by a Web page server. Cookies cannot be used to run programs or deliver viruses to your computer. Cookies are uniquely assigned to you, and can only be read by a web server in the domain that issued the cookie to you.

One of the primary purposes of cookies is to provide a convenience feature to save you time or qualify you for special offers that Clean Clothes Laundry Service may make available from time to time. The purpose of a cookie is to tell the Web server that you have returned to a specific page. Cookies simplify the process of recording your personal information, such as billing addresses, shipping addresses, and so on. When you return to the same Clean Clothes Laundry Service Site, the information you previously provided can be retrieved, so you can easily use the Clean Clothes Laundry Service features that you customized.

You have the ability to accept or decline cookies. Most Web browsers automatically accept cookies, but you can usually modify your browser setting to decline cookies if you prefer. If you choose to decline cookies, you may not be able to fully experience the interactive features of the Clean Clothes Laundry Service Site that you visit.

**Customer Support and Discussion Information**

Please remember that information you submit in a for purposes of customer or product support in a discussion group or forum will be deemed public information and is not confidential. There is a risk in such communication venues that information can be collected and used by others. Please be careful and responsible when you are online.

**Privacy Contact Information**

If you have any questions, comments, or would like to change your communication preferences, please contact us using one of the options below:

Email your Privacy comments or questions to [info@ipswichlaundryservice.com.au](mailto:privacy@pdfcomplete.com)