



Podcast Connection Privacy Policy

1. This privacy policy sets out the specific privacy practices for and of the <https://podcastconnection.org/> site.
2. Podcast Connection has agreed to notify you of the following when collecting your personal information:
 - 2.1 The information being collected and the source from which it is collected when collected from another person;
 - 2.2 Our name and address;
 - 2.3 The general purpose for which the information is being collected;
 - 2.4 Whether or not the supply of information by yourself is mandatory or voluntary;
 - 2.5 The repercussions of your failure to provide any of the required and necessary information;
 - 2.6 Any particular law or statute authorising or requiring the collection of the information;
 - 2.7 Whether we intend to transfer the information received to any third country or global entity and the level of protection afforded in this regard by the said third country or global entity;
 - 2.8 Any other information, for example:
 - 2.8.1 the recipient of the information or with whom the information may be shared;
 - 2.8.2 the nature and category of the information;
 - 2.8.3 your right of access to and the right to rectify that information;
 - 2.8.4 your right to object to the processing of your personal information; and
 - 2.8.5 the right to lodge a complaint with the Information Regulator.

***If you have questions or concerns regarding this statement, you should please contact Customer Support by email on raymond@podcastconnection.org**

Information Collection and Use

- 3.1 The information collected from you is for a specific, explicitly defined and lawful purpose related to the general function, activity and services of Podcast Connection as established in Clauses 1.2.15 and 4.1 of our Terms and Conditions for the Site. You acknowledge and agree that we may collect this information from you in connection with or as a consequence of your use of our site and/or any of our services.
- 3.2 We are the sole owner of the information collected on our site. We will not sell, share, or distribute this information to others in any way other than disclosed in this privacy policy.
- 3.3 We collect information from our subscribers at several different points on our site, including but not limited to, upon your subscribing, about your Podcast Opportunities, Podcast Interviews, Podcast Shows, marketing material, your business activities, preferred criteria for Podcast Opportunities, expertise and experience as well as financial information if you choose to subscribe thereby participating on our site as a result of you engaging our services. We also collect information from any form of correspondence, such as e-mails, messages and telephone discussions, from you or from a third party such as a Host, about you.
- 3.4 We collect financial information about you if you choose a Subscription Package, and also as set out in our terms and conditions. Your payment information will be used to charge you accordingly. Other information that we collect is outlined below.

Subscribing

- 4.1 We agree and/or undertake to process any and all personal information provided to us by yourself upon or during your use of our Site and services, such as, but not limited to that stipulated above, in accordance with the provisions of the Protection of Personal Information Act.
- 4.2 In order to use our site, subscribe and engage our services, you must first complete the registration form. When you register we collect personal information such as your name, address, email address, telephone and contact details. This information is used to contact you about the services on our site for which you have expressed interest. We may also collect additional information (such as "How did you hear about us?"), and unique identifiers (such as your company name, website and VAT number, if applicable). Any mandatory information will be indicated as such.
- 4.3 We may, at our sole discretion, request additional personal information from you. You may be required to confirm and certify such details as your identity, address and contact information for security and verification purposes only.

Cookies and other tracking technologies

- 5.1 A cookie is a small data file that writes to your device in order to collect and remember certain information including personally identifiable information about the user or subscriber. Cookies are used, but without limitation, to store your Alias/Username and Password so that you do not need to type these in each time you log in to buy Podcast Credits, thereby saving time whilst on our site. If you reject cookies, you may still browse our site.

- 5.2 Podcast Connection may now or in future make use of other tracking technologies including, but not limited to, web beacons which are small graphic images or other web-programming code included in webpages and email messages and/or embedded scripts placed on the website designed to collect information about your interactions with any given website. These technologies are used in order to collect certain information which may also include personally identifiable information for purposes such as fraud detection and improvement of our website amongst others.
- 5.3 Podcast Connection engages with third parties (for example Hosts) and whilst Podcast Connection takes every precaution to ensure the prevention of loss, misuse, alteration and confidentiality of all information (for example in marketing material) in our possession we have little control over information not in our possession.

Sharing

- 6.1 In the event that you successfully secure a Podcast Interview, then your name, e-mail address, phone number, company details, and mailing address or other information as may be required, may be passed onto the other party involved in that Podcast Interview in accordance with our terms and conditions.
- 6.2 In the event of your personal information being transferred to the other party involved in the Podcast Opportunity, Podcast Interview and/or Podcast Show as above (but not limited to this), Podcast Connection will no longer be responsible for and accepts no liability in respect of any of use or misuse or further distribution of personal information.
- 6.3 We will release information about you (as Client) as follows:
 - 6.3.1 Where you, as Client, are no longer contactable pursuant to a Podcast Opportunity and/or Interview;
 - 6.3.2 Where you are not fulfilling your obligations in terms of any requirements for documents or information;
 - 6.3.3 Where you, as Client, are acting illegally or fraudulently.
- 6.4 This information will also, in addition to the above, only be released to the other party by ourselves:
 - 6.4.1 upon a formal request by an authorised party, as the case may be, in terms of The Promotion of Access to Information Act;
 - 6.4.2 on the condition that the release of such information is reasonably necessary and appropriate to enforce or apply the Terms and Conditions of our Site;
 - 6.4.3 on the condition that the release of such information is reasonably necessary and appropriate to protect the rights, property or safety of Podcast Connection, our subscribers and others; and
 - 6.4.4 on the condition that the access to such information is not refused on any of the grounds for refusal set out in Chapter 4 of Part 3 of the Promotion of Access to Information Act.
- 6.5 Upon a formal request by a Host or other authorised party, for access to your information for any of the reasons, we undertake to notify you of such request (via e-mail) and should you fail to respond to such communication within 7 days of the delivery thereof, your information will be released to the said party.
- 6.6 In accepting our terms and conditions and this Privacy Policy, you consent to the release of your information at the occurrence of any of those circumstances listed hereinabove and clauses 4.1.1 and 5 of our terms and conditions and upon.

- 6.7 You also agree that we will not be liable to you or any other person for any loss, damage, expense, or other amounts incurred, savings foregone, or hardship suffered, by any person however arising (including where the cause cannot be determined), through the release of your personal details, in the event of the above.

Newsletters

- 7.1 Podcast Connection may now or in future ask for your contact information such as e-mail addresses for purposes of receiving a newsletter. In this event, you will have the option to be removed from such a list for receiving newsletters.

Site and Services Updates

- 8.1 Podcast Connection may now or in future send you site and services announcement updates. You may not be able to unsubscribe from certain updates and announcements because they contain important information about our site and our services (for example as per clause 2.6 of our terms and conditions).

Tell-A-Friend

- 9.1 Podcast Connection may now or in future have a referral service. If you elect to use our referral service for informing a friend about our site, we ask you for your friend's name, e-mail address and/or contact details. We store this information for the sole purpose of sending a one-time e-mail in relation to marketing services. Your friend may at any time contact us at raymond@podcastconnection.org to request the removal of this information from our database.

Security

- 10.1 We take every precaution to prevent the loss, misuse and alteration of any and all information about you in our possession and under our control. When you submit sensitive information via our site, your information is protected both online and offline.
- 10.2 If you have any questions about the security at our site, you can send an email to raymond@podcastconnection.org.

Supplementation of Information

- 11.1 In order for our site to function and for us to properly fulfil our obligation to our clients and subscribers, it is necessary for us to supplement the information we receive with information from third party sources, such as Hosts.

Correction/Updating Personal Information:

- 12.1 If your personally identifiable information changes (such as your e-mail address), you may correct, update or remove your personal data provided to us. This can be done at the member information page or by e-mailing us at raymond@podcastconnection.org
- 12.2 Records of your personal information will be retained for a period of 5 years as required for lawful purposes related to our functions and activities and for statistical purposes in accordance with the Protection of Personal Information Act. This information will merely be retained and not used, shared or sold.

Anti-Spam Policy

- 13.1 Podcast Connection is committed to **permission-based** e-mail marketing practices and have established a no-tolerance Anti-Spam Policy.
- 13.2 Spam is commercial e-mail or unsolicited bulk e-mail, including junk mail, which has not been requested by the recipient. Spam is the opposite of permission-based e-mail.
- 13.3 If you believe that you have received Spam connected to Podcast Connection in any way, send a complaint including the unsolicited e-mail, to raymond@podcastconnection.org.
- 13.4 Individuals who register and/or subscribe with Podcast Connection, and provide their e-mail address, give Podcast Connection permission to send information on Podcast Connection and its services to said e-mail address. In order to protect your privacy, Podcast Connection does not sell, share or trade our subscriber list with anyone for any reason.

Notification of Changes

- 14.1 Should we decide to change our privacy policy, we will post those changes on our site so you are always aware of what information we collect, how we use it, and under what circumstances, if any, we disclose it.
- 14.2 Should we change the way we use your Personally Identifiable Information we will notify you by e-mail. If you would like to opt out of having your information used in this new manner, we will ask you to contact us within a month and your information will not be used. If you do not contact us within that month, we will assume that you consent to have your information used in this new manner.

Contacting us

- 15.1 If you have any questions about this privacy policy, any questions regarding access to and the protection of your personal information, the practices of this site, or your dealings with us, you can contact us on

raymond@podcastconnection.org alternatively, follow the following link
<https://podcastconnection.org/contact/> to view our contact page.