



Introduction

Expresso Drive Thru Coffee regards customer privacy as an important part of our relationship with our customers. The following privacy policy applies to all Expresso Drive Thru Coffee users, and conforms to Internet privacy standards.

If you have questions or concerns regarding this statement, you should first contact Kim Piavanini at support@expressodtc.com.

Collection of Information

In order to use the Expresso Drive Thru Coffee website, we may require information from you in order to provide the best service possible.

All correspondence may also be collected and stored, particularly in regard to sales, support and accounts, including email.

Any information collected by Expresso Drive Thru Coffee is collected via correspondence from you or your company. This may be via the telephone, email, mail, fax or directly through our website and app.

Use of Collection Information

Any details collected from Expresso Drive Thru Coffee customers, is required in order to provide you with our products and a high level of customer service.

Correspondence is recorded in order to provide service references, and to assist in our staff development.

Storage of Collected Information

The security of your personal information is important to us. When you enter sensitive information (such as credit card numbers) on our website, we encrypt that information using secure socket layer technology (SSL). When Credit Card details are collected, we simply pass them on in order to be processed as required. We never permanently store complete Credit Card details.

We follow generally accepted industry standards to protect the personal information submitted to us, both during transmission and once we receive it.

If you have any questions about security on our website, you can email us at support@expressodtc.com.

Access to Collected Information

If your personally identifiable information changes, or if you no longer desire our service, you may correct, update, delete or deactivate it by emailing us at support@expressodtc.com.



Orders

If you purchase a product from us, we may request certain personally identifiable information from you. You may be required to provide contact information (such as name, email, and postal address) and financial information (such as credit card number, expiration date).

We use this information for billing purposes and to fill your orders. If we have trouble processing an order, we will use this information to contact you.

Communications

Expresso Drive Thru Coffee uses personally identifiable information for essential communications, such as emails, accounts information, and critical service details. We may also use this information for other purposes, including some promotional emails. If at any time a customer wishes not to receive such correspondence, they can request to be removed from any mailing lists by emailing us at support@expressodtc.com

You will be notified when your personal information is collected by any third party that is not our agent/service provider, so you can make an informed choice as to whether or not to share your information with that party.

Third Parties

Expresso Drive Thru Coffee may at its discretion use other third parties to provide essential services on our site or for our business processes. We may share your details as necessary for the third party to provide that service.

These third parties are prohibited from using your personally identifiable information for any other purpose.

Expresso Drive Thru Coffee does not share any information with third parties for any unknown or unrelated uses.

Legal

We reserve the right to disclose your personally identifiable information as required by law and when we believe that disclosure is necessary to protect our rights and/or comply with a judicial proceeding, court order, or legal process served on our website.

Links

Links on the Expresso Drive Thru Coffee site to external entities are not covered within this policy. The terms and conditions set out in this privacy statement only cover the domain name of <http://www.expressodtc.com>.





Changes to Privacy Policy

If we decide to change our privacy policy, we will post those changes to this privacy statement, the homepage, and other places we deem appropriate so that you are aware of what information we collect, how we use it, and under what circumstances, if any, we disclose it. We reserve the right to modify this privacy statement at any time, so please review it frequently. If we make material changes to this policy, we will notify you here, by email, or by means of a notice on our homepage.

Espresso Drive Thru Coffee Security Policy

Espresso Drive Thru Coffee uses the eWAY Payment Gateway for its online credit card transactions. eWAY processes online credit card transactions for thousands of Australian merchants, providing a safe and secure means of collecting payments via the Internet. All online credit card transactions performed on this site using the eWAY gateway are secured payments.

- Payments are fully automated with an immediate response.
- Your complete credit card number cannot be viewed by Espresso Drive Thru Coffee or any outside party.
- All transactions are performed under 128 Bit SSL Certificate.
- All transaction data is encrypted for storage within eWAY's bank-grade data centre, further protecting your credit card data.
- eWAY is an authorised third party processor for all the major Australian banks.
- eWAY at no time touches your funds; all monies are directly transferred from your credit card to the merchant account held by Espresso Drive Thru Coffee.

For more information about eWAY and online credit card payments, please visit www.eWAY.com.au.

Delivery Policy

Physical goods

After ordering online, you will receive an email confirmation from eWAY containing your order details (if you have provided your email address). We will normally confirm receipt of your order within a few minutes of ordering. We will attempt to have your goods ready when you arrive at our store, however during busy periods we cannot guarantee this.

If you wish to query an online order please contact us at support@expressodtc.com.

Online Ordering

After ordering online, you will receive an email confirmation from eWAY containing your order details (if you have provided your email address). We will normally confirm receipt of your order within a few



minutes of ordering. We will attempt to send your software/license/access code via email within 5 working days.

If you wish to query a delivery please contact us at support@expressodtc.com

Refund & Returns Policy

If for any reason you are not completely satisfied with your purchase we will give you an exchange of the same or lesser value within 15 minutes from the time you receive the goods. Please email us at support@expressodtc.com within that time if you are not satisfied with your purchase so that we can resolve any problems. All items from our store are sold on a non-refundable basis. Please check that all items received are what you have ordered. If you have received an **INCORRECT** item **DO NOT OPEN IT**. We will not accept any returns of items that have been opened, tampered with or not in their original condition.

This exchange policy applies to:

- the incorrect item(s) have been given to customer (provided the item(s) have not been opened or tampered with and are in re-saleable condition); or
- an item is faulty or spoiled.

This exchange policy does not apply to:

- change of mind
- Products that have been opened or tampered with or are not in a resalable packaging (unless noticeable spoilage of food has occurred).
- Incorrect orders made by the recipient