

## PRIVACY POLICY

Our privacy policy sets out Treadwells' policy on the collection and use of personal information in relation to the lawyer-client relationship. You agree that your use of our services indicates acceptance of this Policy.

- Treadwells' considers client privacy and confidentiality to be of the utmost importance, and when dealing with your personal information we treat all information with privacy and confidentiality. We comply with the Privacy Act 2020. Please visit [privacy.org.nz](http://privacy.org.nz) if you would like further information on the Act.
- If you use an email link to contact us, then we will collect and hold personal information that you provide to us including your name, email address, contact telephone numbers and any information contained in your correspondence. It is important that we keep our information up to date – please inform us as soon as possible if any of your personal information has changed.
- If you engage Treadwells as your lawyers, we may use the client information we hold about you to provide you with legal services and to inform you about issues and developments that may be of interest to you. We may also use this information to obtain credit references or other references about you, including those we are legally required to obtain, and we may give the information to debt-collection agencies if you have not paid a bill when it is due. We may give the information to other agencies in order to fulfil our legal requirements including those under the Anti-Money Laundering and Countering Financing of Terrorism Act 2009.
- You authorise us to obtain from any person or to release any person, any information that is necessary for those purposes and you also authorise any person to release any information to us that we require for those purposes.
- Confidential information concerning you will, as far as practicable, be made available only to those within our firm who are providing legal services for you. We will, of course, not disclose to you any information which we hold in relation to any other client.
- Treadwells may also use personal information held about you for specific purposes that you authorise or as required or authorised by the law of New Zealand Law Society's Rules of Professional Conduct.

- You have the right to access and correct personal information about you, held by Treadwells.

## NEW ZEALAND RESIDENTS

- Treadwells uses Aplyid for electronic verification of New Zealand drivers' licences and passports.
- If you have any queries or complaints about our collection, use, or storage of your personal information (including a complaint relating to any failure by us to comply with our obligations under the Privacy Act 2020), or if you wish to exercise any of your rights in relation to your personal information please contact [andrew@treadwells.co.nz](mailto:andrew@treadwells.co.nz) and address your email to The Privacy Officer. We will investigate and attempt to resolve any such complaint or dispute regarding the use or disclosure of your personal information. If you are dissatisfied with the handling of your complaint, you may contact the Office of the Privacy Commissioner: 11/215 Lambton Quay,  
Wellington Telephone: 04 474 7590  
Mail: PO Box 10 094, Wellington 6143  
Email: [enquiries@privacy.org.nz](mailto:enquiries@privacy.org.nz)

## AUSTRALIAN RESIDENTS

- Treadwells uses Aplyid for electronic verification of Australian drivers' licences and passports.
- If you have any queries or complaints about our collection, use, or storage of your personal information (including a complaint relating to any failure by us to comply with our obligations under the credit reporting provisions of the Privacy Act 1988 (Cth) or under the Credit Reporting Privacy Code), or if you wish to exercise any of your rights in relation to your personal information please contact [andrew@treadwells.co.nz](mailto:andrew@treadwells.co.nz) and address your email to The Privacy Officer. We will investigate and attempt to resolve any such complaint or dispute regarding the use or disclosure of your personal information. If you are dissatisfied with the handling of your complaint, you may contact the Office of the Australian Information Commissioner or Australian Financial Complaints Authority (AFCA): Office of the Australian Information Commissioner GPO Box 5218, Sydney NSW 2001  
Telephone: 1300 363 992  
Mail: GPO Box 5218, Sydney NSW 2001  
Fax: +61 2 9284 9666  
Email: [enquiries@oaic.gov.au](mailto:enquiries@oaic.gov.au)