

## WRMK Lawyers Privacy Policy – Website

### 1 PRIVACY POLICY

- 1.1 WRMK Lawyers is committed to ensuring compliance with the New Zealand Privacy Act 2020.
- 1.2 WRMK Lawyers' Privacy Policy applies to anyone who visits the WRMK Lawyers Website or uses WRMK Lawyers' Services. From time to time, WRMK Lawyers may change this Privacy Policy and will post the changes on the WRMK Lawyers Website. If You don't agree with the changes to the Privacy Policy then You may not be able to fully use WRMK Lawyers' Website and Services.

### 2 WHAT WRMK LAWYERS COLLECTS

- 2.1 WRMK Lawyers may collect from You:
- (a) Your Personal Information, including:
    - (i) Your Sensitive Information;
    - (ii) Your name;
    - (iii) Your contact information, including email address;
    - (iv) Information that you disclose to us in relation to WRMK Lawyers providing client services;
    - (v) Other information relevant to surveys or interviews You participate in and/or offers You accept; and
    - (vi) Information about Your preferences and activities on WRMK Lawyers Website; and
  - (b) Personal Information (including Sensitive Information) about anyone else that You give to WRMK Lawyers.
- 2.2 When You disclose Your Personal Information to WRMK Lawyers it must be accurate, complete, up to- date and not misleading. If You give WRMK Lawyers Personal information about someone else, then You must be authorised to do so, and You must tell that person about this Privacy Policy.

### 3 HOW WRMK LAWYERS COLLECTS YOUR PERSONAL INFORMATION

- 3.1 WRMK Lawyers collects Your Personal Information only when needed and for lawful purposes connected with performing its functions or activities. You authorise the collection of Your Personal Information by WRMK Lawyers when You:
- (a) Use the WRMK Lawyers Services on Your computer, mobile, tablet or any other electronic device;
  - (b) Create a user account with WRMK Lawyers;
  - (c) Communicate with WRMK Lawyers by phone, email, app, via the WRMK Lawyers website or otherwise;
  - (d) Enter into any WRMK Lawyers competitions and/or promotions.
- 3.2 WRMK Lawyers may also collect Your Personal Information from publicly available sources or from Third Parties from time to time.

## 4 HOW WRMK LAWYERS WILL USE YOUR PERSONAL INFORMATION

4.1 You authorise WRMK Lawyers to use Your Personal Information (and where necessary), to disclose Your Personal Information to Third Parties for the following Purposes:

- (a) for the Purposes of providing You with WRMK Lawyers Services, including to:
  - (i) communicate with You, including to send promotional emails about new services, special offers, promotions or other information;
  - (ii) provide client services;
  - (iii) respond to Your queries regarding the WRMK Lawyers Website or Services; and
  - (iv) verify Your identity.
- (b) for internal record keeping purposes;
- (c) to the extent necessary to perform the purposes specified in this Privacy Policy and to allow for the operation of WRMK Lawyers' business activities and functions;
- (d) for any other purposes You authorise;
- (e) for the purpose of WRMK Lawyers selling all or most of WRMK Lawyers' assets; and
- (f) to comply with WRMK Lawyers' Legal Obligations, including AML obligations.

4.2 You agree that WRMK Lawyers may share Your Personal Information with Third Parties:

- (a) To fulfil business transactions for the purposes specified in this Privacy Policy (for example providing customer services, sending marketing communications, complying with its AML obligations, and providing maintenance services); or
- (b) If we are required or permitted to do so by law.

## 5 HOW LONG WRMK LAWYERS HOLDS YOUR PERSONAL INFORMATION

WRMK Lawyers will hold Your Personal Information for as long as Your Personal Information is required for the Purposes and for as long as is necessary to comply with its Legal Obligations.

## 6 HOW WRMK LAWYERS STORES AND PROTECTS YOUR PERSONAL INFORMATION

WRMK Lawyers will use reasonable care to protect Your Personal Information from unauthorised access, use, modification, disclosure, and loss.

## 7 WRMK LAWYERS MAY TRANSFER YOUR PERSONAL INFORMATION TO OTHER COUNTRIES

In order to provide You with WRMK Lawyers Services, WRMK Lawyers may need to disclose and transfer Your Personal Information to Third Parties located in a different country from where You live.

WRMK Lawyers will take reasonable steps to ensure that Your Personal Information (including any Sensitive Information) is protected in those countries.

## 8 RIGHTS OF ACCESS AND CORRECTION OF YOUR PERSONAL INFORMATION

Under the Privacy Act 2020, You have the right to request access to any Personal Information that WRMK Lawyers holds about You and the right to request correction of the Personal Information that WRMK Lawyers holds about You. If WRMK Lawyers cannot give You access to the Personal Information that You have requested, then WRMK Lawyers will let You know the legal reasons for not disclosing Your Personal Information. WRMK Lawyers will correct Your Personal Information if it is necessary to ensure that Your Personal Information is accurate, up to date, complete and not misleading. If WRMK Lawyers decides that it is unnecessary to correct Your Personal Information, You have the right to request a statement of the correction sought but not made be attached to the information. If You are not happy the response to your request, then You have the right to complain to the New Zealand Privacy Commissioner: [www.privacy.org.nz/your-rights/how-to-complain/](http://www.privacy.org.nz/your-rights/how-to-complain/).

## 9 WHAT HAPPENS IF YOU DON'T GIVE WRMK LAWYERS YOUR PERSONAL INFORMATION

If You decide not to give WRMK Lawyers Your Personal Information, or otherwise wish to withdraw your authorisation at any time, then You:

- (a) may not be able to use some of the WRMK Lawyers Website and Services;
- (b) won't be kept updated on things that are happening at WRMK Lawyers.

## 10 PRIVACY COMPLAINTS

If You think that Your privacy rights have been breached, You can make a written complaint to WRMK Lawyers at [info@wrmk.co.nz](mailto:info@wrmk.co.nz), or otherwise contact the NZ Privacy Commissioner at <https://www.privacy.org.nz/your-rights/making-a-complaint/complaintform/>.

## 11 DEFINITIONS

**"WRMK Lawyers"** means Webb Ross McNab Kilpatrick Limited, commonly known as WRMK Lawyers.

**"WRMK Lawyers Services"**: means any products, services, software, Content, features, functionalities and any other services provided to You in person, by phone, email, app, or via the WRMK Lawyers Website;

**"WRMK Lawyers Website"** means the website (or websites) located at [www.wrmk.co.nz](http://www.wrmk.co.nz) operated by WRMK Lawyers from time to time;

**"Content"** means all content delivered via the WRMK Lawyers Website and Services including all text, software, scripts, graphics, photos, sounds, music, videos, audio-visual works or combinations of works, live streaming, interactive features and other materials;

“**including**” means “including without limitation”;

“**Legal Obligations**” means any legal or regulatory obligation that WRMK Lawyers has under the laws of any relevant country in relation to the collection, use, disclosure, storage or processing of Your Personal Information;

“**Personal Information**” means any information that can be used to directly or indirectly identify an individual, and includes Sensitive Information, and references to “Your Personal Information” also includes any Personal Information that You provide to WRMK Lawyers about someone else;

“**Purposes**” means the purposes for which Your Personal Information is used and disclosed as specified in this WRMK Lawyers Privacy Policy;

“**Sensitive Information**” means information about Your racial or ethnic origin, political opinions, religious or philosophical beliefs, trade-union membership, health or sexual orientation;

“**Third Parties**” means any person, company, body corporate, entity, governmental or regulatory authority in any country;

“**You**” means you as an individual and **Your** has a corresponding meaning.