

# Leelee & Gower Insurance Partners

## Privacy Statement



### PRIVACY STATEMENT

At Leelee & Gower Insurance Partners, we are committed to protecting your privacy in accordance with the Privacy Act 2020 and the Information Privacy Principles.

By submitting your details on this website, you consent to the use of your personal information in accordance with our privacy policies.

### WHAT KINDS OF PERSONAL INFORMATION DO WE COLLECT AND HOLD?

The kinds of personal information we collect, and hold will vary depending on the services our Financial Advisers are providing, but generally can include:

- Your contact information such as full name, e-mail addresses, current postal address, delivery address and phone numbers.
- Details relating to your employment (if applicable) or your previous employment.
- Your date of birth.
- Your insurance history.
- Other information such as documents that verify your identity and other personal details: such as your passport or driver's license.
- Billing and payment information

The type of sensitive information we may collect generally includes:

- Criminal record.
- Income information, assets, and liabilities
- Health information

### HOW DO WE COLLECT AND HOLD PERSONAL INFORMATION?

We only collect personal information by lawful and fair means and where it is reasonably necessary for, or directly related to, one or more of our functions or services we provide.

We may collect personal information about you, either directly from you or from other parties and we may generate information about you when we carry out our business.

If we collect details about you from someone else, we will take reasonable steps, to ensure that the individual concerned has your authority to provide your personal information in accordance with the IPPs.

We may obtain personal information indirectly, and who it is from can depend on the circumstances. We will usually obtain it from another insured if they arrange a policy which also covers you, referrals, your previous insurers or insurance intermediaries, publicly available sources, and persons whom we enter business alliances with.

We attempt to limit the collection and use of more sensitive information from you unless we are required to do so to carry out the services provided to you. However, we do not collect more personal information without your consent.

We hold the personal information we collect within our own data storage devices or with a third-party provider of data storage. We discuss the security of your personal information below.

#### **HOW DO WE SECURLY STORE YOUR INFORMATION?**

We use third party cloud-based software service providers to store and process the information we collect. We ensure that our cloud-based software service providers are subject to appropriate security and information handling arrangements and that the information stored or processed by them remains subject to confidentiality obligations.

#### **WHAT DO WE DO WITH YOUR INFORMATION?**

We collect and use your personal information to provide the information and services that you request from us, and to provide you with information about other services we consider appropriate. When necessary, we may use your information to Comply with our legal and regulatory obligations.

#### **WHAT DO WE DO WITH YOUR INFORMATION?**

Besides our staff we may share this information with third parties who enable us to provide you with our services. These include:

- Your other professional advisers such as you lawyer or accountant
- Product providers
- Our service outsources providers such as out IT consultants

We will only share your personal information with third parties where it is necessary to help us do what we collected your information for, where it is required by law or where you give us authority to.

We require these third parties to adhere to our strict confidentiality requirements for handling personal information and we seek to ensure that they comply with the Privacy Act 2020.

#### **HOW CAN YOU CONTACT US AND WHAT ARE YOUR RIGHTS?**

You do not have to provide information to us. If you choose not to provide necessary personal information when requested, we maybe be unable to provide certain information or services to you.

You have the right to ask for a copy of any personal information we hold about you, and to ask for it to be corrected if you think it is wrong. If you have any questions about this privacy statement, or wish to receive a copy of the information we hold about you, make a correction to your information, or you'd like to ask for a full copy of our privacy policy please contact us on:

07 949 7518

Leelee & Gower Insurance Partners  
Level 1, 408 Anglesea Street  
Hamilton 3240

We welcome your questions and comments about privacy.

You can also obtain information on privacy issues in New Zealand on the Privacy Commissioner website at [www.privacy.org.nz](http://www.privacy.org.nz) or by contacting them by email at [enquiries@privacy.org.nz](mailto:enquiries@privacy.org.nz) or by calling on +64 4 474 7590