

PRIVACY POLICY

Harmos Horton Lusk Limited (“**we**” or “**us**”) may collect information about you when you visit or use our website.

When you visit our website, we may collect general user information such as site use, traffic patterns, internet protocol addresses, browser type and internet service provider details and other technical information.

You may also provide us with personal information by accessing and using our website – for example, by emailing us your CV or other personal information about you. The internet is not a secure environment. If you send us any information, including your email address, it is sent at your own risk.

We may use your personal information:

- to represent and advise you (if you are the client) or to represent and advise the client (if you are representing the client);
- for dealing with commercial or legal conflicts;
- for sending you publications and invitations to seminars and functions;
- for the purpose for which it was collected (for example, if you send us your CV it will be used for recruitment purposes);
- for internal business purposes such as invoicing and receipting, making payments to you or on your behalf and debt recovery (which may involve disclosing information to debt collectors);
- for specific purposes we tell you about or you authorise.

We may disclose personal information about you if:

- it is required or authorised by you;
- it is required or permitted by law or the Law Society's Rules of Professional Conduct.

We may store your personal information in hard copy form or in electronic form, including with third party data storage facilities and in cloud storage located in or outside New Zealand.

Under the Privacy Act 1993, individuals have rights of access to, and to request correction of, their personal information. If you have any questions about your personal information, please contact us at:

practicemanager@hhl.co.nz