

Quine & Co recognises the importance of protecting the privacy and the rights of individuals in relation to their personal information and complies with the New Zealand Privacy Act when dealing with personal information. Please read this privacy statement to understand our practices regarding your information and how we will treat it.

**We collect personal information from you, including information about your:**

- Name
- Contact information
- Your comments/feedback for a property
- Information on a property
- As a Vendor you are required to provide documentation to us as required by the AML/CFT Act (Anti Money Laundering).

**We collect your personal information in order to:**

- All data is collected for legitimate business interests, in order to facilitate sales for our clients. We may contact you for feedback, keep you updated on our services and respond to inquiries.

**Besides our staff, we share this information with:**

We may disclose your personal information (but only if we need to, for the purpose for which it was collected) to: - your professional advisers, such as lawyers; - regulators and government agencies and anyone else who we are legally required or authorised to share your personal information with, such as under AML/CFT Act; or - our contracted parties for services, ie, photographer(s), virtual tour operator etc. - any other third parties for the purpose of the business or to comply with any law, rule or regulation with any government authority.

We may also use or disclose information where the use or disclosure is permitted under the Privacy Act, or any other applicable law, such as where the information disclosed is publicly available or where it would not be unfair or unreasonable to do so. We may also disclose information when it is not in a form which identifies individuals.

We keep your personal data for as long as it is necessary for the purpose set out in this statement unless a long retention period is required or permitted by law (such as tax, accounting, or other legal requirements).

We keep your information safe by storing it in encrypted files and only allowing certain staff to access it. 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'd like to ask for a copy of your information, or to have it corrected, please contact us:

[hello@quineandco.nz](mailto:hello@quineandco.nz)

[taylor@quineandco.nz](mailto:taylor@quineandco.nz)