

## Nolans Lawyers Privacy Policy

- The information below applies to personal information (information about an identifiable individual) that [Nolans Lawyers](#) may collect about you when you visit and browse our website.
- When you visit our website, we may collect some non-personal information, such as the IP address from which you accessed this website, the date and time you are visiting, the pages you accessed, the type of browser and operating system you use, and the terms you use to search for content on our site. This information cannot be used to personally identify you. We use it for the purposes of system administration, auditing use of the site and improving it for different customer profiles and for our internal reporting.
- If you choose to provide us with personal information such as your email address, for example by filling out an electronic query, we will use the information only for the purposes that you authorise it to be used for.
- If you engage us for legal services, we will collect the following information from you:
  - name
  - contact information
  - interactions with us
  - billing information
  - Unique Identification Numbers from your personal identification issued by government agencies
- We collect this information to meet the New Zealand Law Society's requirements for providing services and to comply with the Anti-Money Laundering and Countering Financing of Terrorism Act 2009 ("AML"). Providing some information to us is optional. If you choose not to enter all requested information, we may be unable to provide some legal services.
- When you provide us with personal information, we are obliged to comply with the provisions of the Privacy Act 2020 (the "Act"). We will collect, hold, use and disclose that information in accordance with the principles set out in the Act. This means we will:
  - use personal information only for the purpose we collect it for;
  - use unique identifiers such as 'client numbers';

- retain that information for as long as necessary to fulfil the purpose for which we have collected it. This is for a minimum of seven years, unless it is for AML compliance for which it will be five years.
- disclose or release it to a third party only when
  - we are required to, or we are permitted by law to do so:
  - if you have authorised the release or disclosure: or
  - it is the purpose (or a directly related purpose) for which the information was collected. This can include sharing information overseas.
  - required to conduct AML/CFT due diligence
- If your information is held in the form of physical documentation, and is destroyed, it will either be shredded onsite or be destroyed by a confidential professional destruction service.
- Information held electronically, except any required to be destroyed within a certain timeframe (such as for AML compliance), will be held indefinitely but may be deleted after 10 years.
- If you think we have breached the Act or you would like to find out more about our obligations, information is available on the Privacy Commissioner's website at [privacy.org.nz](http://privacy.org.nz).
- If you wish to enquire about personal information we hold about you (if any) or make any changes to that information, you can contact us as follows: [enquiries@nolans.co.nz](mailto:enquiries@nolans.co.nz)
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## 2. Disclaimer

- The information we provide on the website is provided to you in good faith. However, it is an introduction to the services we provide only. If you engage us to provide legal services, you will be making an offer to purchase those services. We can accept or decline that offer in our discretion. Separate terms relating to the provision of those services will apply.
- While we will do our best to make sure that the website is available, we cannot guarantee that it will always be uninterrupted or that your access will be error-free, or that any files available for download will be error-free or free from viruses, faults or defects.

- Links or references to other websites are provided for your convenience only. Other websites are not under our control. We have not reviewed them, and we do not endorse or assume responsibility for the contents of any other website.
- If you wish to link to this website, you should request our permission. To do so, contact us at [enquiries@nolans.co.nz](mailto:enquiries@nolans.co.nz) You must not do anything which alters our website or interferes with how it works.

### 3. Intellectual Property

- Unless otherwise shown, we own all the copyright and other intellectual property rights on the material on this website.
- You can use the material for your own personal, non-commercial use provided you acknowledge the source of the material and that you do not remove any copyright, trademark or other intellectual property notices contained in the content. You must not use the material in a misleading way.
- You must not use any of our trademarks without our permission.

### 4. Other

- Changes or updates to the content of this website may occur at any time. These terms may be changed or updated from time to time. Changes may take the form of completely new terms. We will post any changes on this website. Any change applies from the date it is posted.