Privacy Statement

It is important that you read this document
We collect personal information details from you only in relation to information that is required for us to provide a financial service to you. This includes (but is not limited to):-

- name
- contact information
- location
- financial situation
- personal earnings
- existing investments

Why we collect your personal information?
We collect your personal information to enable us to provide you with tailored advice on your financial planning requirements

Sharing your information
Besides Michael and Amanda Lay, we do not share your personal information unless this is in connection with your discussed financial planning requirements, such as investment providers, Accountants, lawyers, regulators. This we will only do with your knowledge and permission (either verbal or in writing)

Providing some information is optional
You have the option to not divulge some information. However, if you choose not to provide the information we request, we may be unable to provide specific advice and recommendations in accordance with your requirements

How we keep your information safe
We keep your information safe by avoiding the use of paper, whenever possible. Your personal information is stored electronically via Dropbox cloud storage, with the use of a randomised password protection system for added security.

We also use a secure Document Destroyer system for any paper records.

Legislation from the Code of Professional Conduct for Financial Advice Services prepared in accordance with Part 4 of Schedule 5 of the Financial Markets Conduct Act 2013 (the FMC Act), requires us to keep your records for seven years, after our business relationship ends. At this point, we securely destroy your personal information by securely erasing all digital data if you are no longer a client.

Your rights under the Privacy Act 2020
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 by:-

Email - mike@foresightfinancial.co.nz
Phone - (06) 751 4510
Office – Foresight Financial, 18a Norwich Avenue, Spotswood, New Plymouth 4310.

Appointed Privacy Officer
The Privacy Officer for Foresight Financial Planning is **Michael Lay**

What are our obligations?
Under the Privacy Act 2020, are obligations are to:

- have a robust system in place to avoid reputational damage from a privacy breach
- take reasonable steps to keep personal information safe
- only store data that is required
- dispose securely any information that is no longer required
- provide in a timely manner, any client requests for information held about them (20 working days)
- train and educate staff about our Privacy Act obligations
- have an implemented plan for any privacy breaches

Declaration

I, Michael Anthony Lay, declare that, to the best of my knowledge and belief, the information contained in this statement is true and complete and complies with the requirements in the Privacy Act 2020.

Signed:

Date: 1st November 2024