

PRIVACY POLICY

Privacy Statement

Introduction

This Privacy Policy is CSA Finance Private Mortgages Pty Ltd official online privacy policy, and it applies to all personal information collected by CSA Finance Private Mortgages Pty Ltd. In this policy we explain how and why we collect your personal information, how we use it, and what controls you have over our use of it.

CSA Finance Private Mortgages Pty Ltd is committed to complying with Commonwealth legislation governing privacy of personal information by businesses and to protecting and safeguarding your privacy when you deal with us.

How we collect personal information

When we refer to “personal information”, we mean information from which your identity is reasonably apparent. This information may include information or an opinion about you, whether true or not. Where reasonable and practical, we will collect your personal information directly from you.

We collect personal information from you through your referrer, when interviewing you, via your email account.

The personal information we collect.

The type of personal information we collect may include your name, date of birth, address, account details, occupation, and any other information we may need to identify you. If you are applying for a Private Mortgage loan, we collect the number and ages of your dependants, the length of time you have lived at your current address, your employment details, proof of income and expenses and other financial details.

You may choose not to provide any optional information requested by us; however, this may restrict our ability to assist you.

If you give us personal information about another person, you represent that you are authorised to do so and agree that you have obtained consent from that person for us to use and disclose their personal information. They may access any personal information we hold about them.

How we use your personal information

We use your personal information to assist us to:

1. Assess your Private Loan application, manage that application and any future applications.
2. Remarket using cookies to serve advertisements based on users' prior visits to our website. Users may opt out of Google's use of cookies by visiting the Google advertising opt out page (<http://goo.gl/5BL8t>).

We will take reasonable steps to destroy or de-identify your personal information when your personal information is no longer required for one of the above purposes.

Disclosure of your personal information to others.

Where possible, we will inform you, at or before the time of collecting your personal information. We may disclose your personal information to our related bodies corporate, service providers and agents that we use in the ordinary operation of our business.

We will disclose your personal information only for the purpose/s for which we collected the personal information. Prior to disclosing any of your personal information to another person or organisation, we will take all reasonable steps to satisfy ourselves that:

- The person or organisation has a commitment to protecting your personal information at least equal to our commitment; or, if required,
- You have consented to us doing so. We will disclose your personal information to those third parties only where such disclosure is for the purposes required. We will disclose your personal information when we are required by law to do so. We may use cloud storage to store your personal information that we hold. We do not disclose your

personal information outside of Australia.

Direct Marketing

We do not sell your personal information for direct marketing purposes.

Links

Our web site may contain links to other web sites and those third-party web sites may collect personal information about you. We are not responsible for the privacy practices of other businesses or the content of web sites that are linked to our web site. CSA Finance Private Mortgages Pty Ltd encourages users to be aware when they leave the site and to read the privacy statements of each and every web site that collects personally identifiable information.

Updating your personal information

It is important to us that the personal information we hold about you is accurate and up to date. During the course of our relationship with you, we will ask you to inform us if any of your personal information has changed. If you wish to make any changes to your personal information, you may contact us. We will generally rely on you to assist us by informing us if the information we hold about you is inaccurate or incomplete.

Access to and correction of your personal information

You may request access to any of the personal information we hold about you at any time. In such instances, we will provide you with access to that information. To access your personal information that we hold, use the contact details specified below. We will respond to you within seven days of receiving your request. We may need to contact third parties to properly investigate your request. We will provide you with the outcome of our investigation within thirty days. There may be situations where we are not required to provide you with access to your personal information, for example if the information relates to existing or anticipated legal proceedings or if your request is vexatious. An explanation will be provided to you if we deny you access to the personal information about you that we hold.

If any of the personal information about you that we hold is incorrect, inaccurate or out-of-date, you may request that we correct the information. We will provide an initial response to you within seven days of receiving your request. Where reasonable and after our investigation, we will provide you with details about whether we have corrected the personal information within thirty days.

We may need to consult with third parties as part of our investigation about the accuracy of the personal information about you that we hold. If we refuse to amend personal information, we will provide you with our reasons for not amending the information.

Notifiable matters

The law requires us to advise you of 'notifiable matters' in relation to how we may use your information. You may request to have these notifiable matters (and this privacy policy) provided to you in an alternative form. We exchange your information with reporting bodies. We use the information that we exchange with the reporting body to assess your worthiness, assess your application for private finance and manage your private finance.

Government Related Identifiers

If we collect government identifiers, such as your Tax File Number, we do not use or disclose this information other than as required by law. We will never use a government identifier in order to identify you.

Business without identifying you

In most circumstances, it will be necessary for us to identify you in order to successfully do business with you.

How we store your personal information

We take all reasonable steps to protect your personal information from misuse, loss, unauthorised access, modification or exposure by:

- Installing security and access requirements for all our IT systems, such as passwords, firewalls and virus scanning software
- Maintaining document storage and destruction policies

- Providing your personal information to you only when we are satisfied as to your identity. We store your personal information in both electronic and paper form. We require all staff to maintain the confidentiality of customer information. Access to personal information is restricted to employees whose job responsibilities require access to the information. If we no longer need to hold your personal information, it is securely destroyed or de-identified.

Contacting us and providing feedback

If you are not satisfied with how we have managed your personal information, you may contact our Privacy Officer below. We will acknowledge your complaint within seven days of receipt. We will provide you with a decision on your complaint within thirty days of receipt. You can make any requests relating to your personal information held by us or any complaints regarding treatment of your privacy by contacting:

PRIVACY OFFICER

Kim Szigeti
P.O. Box 1054
Surfers Paradise Qld 4217
PH: 0418728750
Email: kim.m.szigeti@gmail.com

If you are dissatisfied with the response the Privacy Commissioner which can be contacted on either www.oaic.gov.au or 1300 363 992.

Changes to this Privacy Policy

We may amend this Policy from time to time to comply with new laws or codes of practice that may be implemented. We may also change this Policy to include any new products or services that we may provide from time to time.

This Privacy Policy came into operation on 4 March 2021.