

Introduction

Integral Ltd complies with the New Zealand Privacy Act 2020 when dealing with personal information. This policy sets out how we will collect, use, disclose and protect your personal information. This policy does not limit or exclude any of your rights under the Privacy Act. More information can be found at www.privacy.org.nz.

Consent to Privacy Policy

By using this website, you are agreeing to this Privacy Policy. If you do not agree to the Policy, please do not use this site.

Who do we collect your personal information from?

We collect personal information about you from:

- you, when you provide that personal information to us, including via the website and any related service, through any registration or subscription process, through any contact with us (e.g. telephone call or email), or when you buy or use our services and products
- third parties where you have authorised this or the information is publicly available.

If possible, we will collect personal information from you directly.

How we use your personal information

We will use your personal information:

- to verify your identity
- to provide services and products to you
- to market our services and products to you, including contacting you electronically (e.g. by text or email for this purpose) with your consent
- to improve the services and products that we provide to you
- to bill you and to collect money that you owe us, including authorising and processing credit card transactions
- to respond to communications from you, including a complaint
- to conduct research and statistical analysis (on an anonymised basis)
- to protect and/or enforce our legal rights and interests, including defending any claim
- for any other purpose authorised by you or the Privacy Act.

Disclosing your personal information

We may disclose your personal information to:

- any business that supports our services and products, including any person that hosts or maintains any underlying IT system or data centre that we use to provide the website or other services and products
- a credit reference agency for the purpose of credit checking you (with your consent)
- a person who can require us to supply your personal information (e.g. a regulatory authority)
- any other person authorised by the Privacy Act or another law (e.g. a law enforcement agency)
- any other person authorised by you

A business that supports our services and products may be located outside New Zealand. This may mean your personal information is held and processed outside New Zealand.

Protecting your personal information

We will take reasonable steps to keep your personal information safe from loss, unauthorised activity, or other misuse.

Accessing and correcting your personal information

Subject to the [exemptions set out in the Privacy Act](#), you have the right to access personal information that we hold and to request a correction to your personal information. It is expected that we will require evidence to confirm that you are the individual to whom the personal information relates.

In respect of a request for correction, if we think the correction is reasonable and we are reasonably able to change the personal information, we will make the correction. If we do not make the correction, we will take reasonable steps to note on the personal information that you requested the correction. If you want to exercise either of the above rights, [contact us](#).

We may charge you our reasonable costs of providing to you copies of your personal information or correcting that information.

Internet use

While we take reasonable steps to maintain secure internet connections, if you provide us with personal information over the internet, the provision of that information is at your own risk.

If you follow a link on our website to another site, the owner of that site will have its own privacy policy relating to your personal information. We suggest you review that site's privacy policy before you provide personal information.

Changes to our Policy

We may, at our discretion, update or revise this Policy from time to time. Any changes will take effect immediately once they are posted here, so we encourage you to periodically review this page for the latest information on privacy practices at Integral Ltd.

This policy was last updated June 2021.

Contacting Us

If you have any questions about this privacy policy, our privacy practices, or if you would like to request access to, or correction of, your personal information, you can call, email or write Attn: Privacy Officer at Integral – details here [contact us](#).