

Privacy Policy

Quigg Partners (**we, us, our**) collects, holds, and handles your personal information in accordance with applicable privacy law and this privacy policy. This policy outlines the way in which we manage the personal information we hold about our clients, potential clients, contractors and others.

This policy does not limit or exclude any of your rights under the New Zealand Privacy Act 2020. If you wish to seek further information on the Act, see www.privacy.org.nz.

In summary, 'personal information' is information about an identifiable individual.

Updates to this Policy

From time to time this policy will be reviewed to take account of new laws and technology, changes to our operations and practices, and the changing business environment. All revisions will be made available on our website and will take effect from the date that the revision is made available. This policy was last updated in June 2026.

Why we Collect Personal Information

We collect personal information in order to conduct our business, to provide and market our services and to meet our legal obligations, including (but not limited to) in relation to our anti-money laundering and sanctions compliance obligations, and for employment purposes, such as considering an applicant for a role.

What Personal Information we Collect

We collect personal information about you when you visit our website, engage us or request our advice, ask us to send you publications, or when you otherwise interact with us. The personal information we may collect includes:

- your general information, such as your name, contact details (including email and phone number), billing address and billing information;
- email communications with us, and your written and verbal interactions with us, including instructions, meeting notes and voicemail files;
- any details you provide to us as part of the Anti-Money Laundering and Countering Financing of Terrorism Act 2009 due diligence process;
- where relevant, information about your health, accessibility requirements or dietary needs (for example, if you attend an event, or we need this to provide you with legal advice);
- your attendance at any of our events;
- your business interests and areas of interest and expertise (if you provide these to us or they are publicly available);
- preferences for any email or marketing communications that you wish to receive from us, such as our newsletters; and
- if you are applying for a job with us, we may collect information about you relating to recruitment, for example, your work history, academic record and any relevant records or information such as criminal records, visa information, and practising certificates. We may collect such information from third parties such as your previous employer, referees, recruitment agencies, government departments or educational institutions.

Who do we Collect 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
- third parties, where you have authorised this or the information is publicly available.

You are not required to provide us with any personal information that we request. However, if you do not do so, we may not be able to provide certain services to you.

How we use your Personal Information

We may use personal information for the following purposes:

- to provide you with our services and information and to maintain and develop our business relationship with you;
- for employment purposes, such as considering you for a role;
- for complying with our legal obligations in accordance with best practice, including in relation to conflict checks and compliance with anti-money laundering and countering financing of terrorism legislation;
- for promotional and marketing purposes, including for providing client testimonials, where you have given us your consent to do so;
- to protect and/or enforce our legal rights and interests, including defending any claim;
- for any other purposes we tell you about or you authorise; and
- as permitted or required by applicable law.

Disclosing your Personal Information

We may only disclose your personal information to a third party:

- where that third party supports the provision of our services and products, including any law firm, barrister, or consultancy firm;
- on a confidential basis and only to the extent required in the case of promoting the firm's and our people's expertise in publications and directories;
- if we are required to or permitted by law to disclose such information;
- if we are required to or permitted to by the Law Society's Rules of Professional Conduct; or
- where you have authorised us to do so.

Where the disclosure is to a third party located outside New Zealand, we will take reasonable steps to ensure that such disclosure is subject to appropriate safeguards in accordance with the Privacy Act 2020.

We may transfer your information in the case of a sale, merger, consolidation, liquidation, reorganisation or acquisition.

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

Under the Privacy Act 2020, you have the right to request to obtain, or have corrected, any personal information that we hold about you. If you want to make a request, please contact us at ashastewart@quiggpartners.com. Your email should provide evidence of who you are and set out the details of your request (e.g. the personal information, or the correction, that you are requesting).

We may charge you our reasonable costs of providing to you copies of your personal 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.

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 contact us at ashastewart@quiggpartners.com, or write to us at PO Box 3035, Wellington.