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Privacy Policy

Issued by Axiom Wealth Pty Limited

ABN 59 123 597 115

Australian Financial Services License Number: 313422

Contact Details: GPO Box 502, Sydney NSW 2001

What type of information might we collect from you?

We may collect a variety of personal information capable of identifying you, this may include, but not be limited to :

- details of your financial needs and objectives;
- details of your current financial circumstances, including your assets and liabilities (both actual and potential), income, expenditure, insurance cover and superannuation;
- details of your investment preferences and aversion to or tolerance of risk;
- information about your employment history, employment circumstances, family commitments and social security eligibility;

Why do we collect personal information?

We will only collect, maintain and use Personal Information about you to enable us to provide financial planning advice to you.

Generally, collection of your Personal Information will be effected in either face to face interviews, over the telephone, via email or by way of an electronic client Data Collection Booklet. From time to time additional and/or updated Personal Information may be collected from you.

Axiom Wealth adheres to the National Privacy Principles established under the Privacy Amendment (Enhancing Privacy Protection) Act, 2012.

What do we do with it?

We will not use or disclose Personal Information collected by us for any purpose other than:

- the purposes for which it was provided or secondary related purposes in circumstances where you would reasonably expect such use or disclosure; or
- where you have consented to such disclosure; or
- where the National Privacy Principles authorise use or disclosure where required or authorised under law, in circumstances relating to public health and safety and in connection with certain operations by or on behalf of an enforcement body.

There may be certain circumstances where we are required to disclose your information to a third party. This will be limited to where we:

- are required under the Rules of Professional Conduct of the Financial Planning Association of Australia to make certain information available for inspection by the Association on request to ensure ongoing compliance with mandatory professional standards.
- are obliged under the Corporations Act to maintain certain transaction records and make those records available for inspection by the Australian Securities and Investments Commission.
- need to make application on your behalf to fund managers, insurance providers, and product issuers in support of the financial advice we have provided you with.
- may engage external contractors to undertake audits to ensure compliance with legislative requirements. It is a condition of our agreement with each of our external contractors that they adopt and adhere to this privacy policy.

We may disclose your Personal Information to another Axiom Wealth financial adviser, staff member or agent to give effect to the advice we have recommended or to provide you with ongoing service. It is a condition of our agreement with each of our representatives and agents that they adopt and adhere to our privacy policy.

We may use the Personal Information collected from you for the purpose of providing you with material such as articles that may be of interest to you. However you may, by contacting us, request not to receive such information.

How do we protect your information?

Your Personal Information is generally held in your client file. Information is also held in our computer database.

We will at all times seek to ensure that the Personal Information collected and held by us is protected from misuse, loss, unauthorised access, modification or disclosure. At all times your Personal Information is treated as confidential and any sensitive information is treated as highly confidential.

In the event you cease to be a client of this organisation, any Personal Information which we hold about you will be maintained for a period of 12 years in order to comply with legislative and professional requirements, following which time the information may be destroyed.

What you can request of us

You may at any time request access to your Personal Information and we will (provided the request is reasonable and not precluded by any law or proceedings) provide you with access to that information either by providing you with copies of the information requested, allowing you to inspect the information requested or providing you with an accurate summary of the information held.

We will endeavour to ensure that, at all times, the Personal Information about you which we hold is up to date and accurate. In the event that you become aware that any Personal Information which we hold about you is inaccurate, incomplete or outdated, you should contact us immediately.

We will endeavour to respond to any request for access within 5 business days depending on the complexity of the information and/or the request.

About our website

Our website may contain links to other sites whose operators may or may not adhere to a privacy policy or be governed by the National Privacy Principles.

Our website may use "cookies" that identify your browser while using our site. Cookies do not identify you personally, they simply allow us to track usage patterns so that we can measure the level of interest in various sections of our site. All browsers allow you to be notified when you receive a cookie and elect to either accept it or not. Your internet service provider can help you set your preferences.

Contacting Us:

If you wish to enquire further about our privacy policy or to complain about a potential breach of this privacy policy, you should contact us using the details below:

- **Phone:** (02) 9729 2444
- **Email:** office@axiomwealth.com.au
- **Post:** GPO Box 502, Sydney NSW 2001

You may also refer any issues you have to the Office of the Australian Information Commissioner:

- **Phone:** 1300 363 992
- **Email:** enquiries@oaic.gov.au
- **Post:** GPO Box 5218, Sydney NSW 1042