WALLACE WILKINSON & WEBSTER
LAWYERS

PRIVACY POLICY

1. We respect your privacy

(a) Wallace Wilkinson & Webster respects your right to privacy and is committed to safeguarding the privacy of our clients and website visitors. We adhere to the Australian Privacy Principles contained in the Privacy Act 1988 (Cth). This Policy sets out how we collect and treat your personal information.

(b) "Personal information" is information we hold which is identifiable as being about you.

2. Collection of personal information

(a) Wallace Wilkinson & Webster will, from time to time, receive and store personal information you enter through our website, provided to us directly or given to us in other forms.

(b) You may provide basic information such as your name, phone number, address, and email address to enable us to send information, provide updates and communicate with you. We may collect additional information at other times, including but not limited to, when you provide information about your personal or business affairs, provide financial or credit card information, or any communication with our professional or administration staff.

(c) Additionally, we may also collect any other information you provide while interacting with us.

3. How we collect your personal information

(a) Wallace Wilkinson & Webster collects personal information from you in a variety of ways, including when you interact with us electronically or in person, when you access our website and when we provide legal services to you. We may receive personal information from third parties. If we do, we will protect it as set out in this Privacy Policy.

4. Use of your personal information

(a) Wallace Wilkinson & Webster may use personal information collected from you to provide you with information, updates, and legal services. We may use your personal information to improve our services and better understand your needs.

(b) Wallace Wilkinson & Webster may contact you by a variety of measures including, but not limited to telephone, email, SMS, or mail.

5. Disclosure of your personal information

(a) We may disclose your personal information to any of our employees, insurers, professional advisors, or agents as necessary for the purpose set out in this Policy. Personal information is only supplied to a third party when it is required and with permission.

(b) We may from time to time need to disclose personal information to comply with a legal requirement, such as a law, regulation, court order, subpoena, warrant, in the course of a legal proceeding or in response to a law enforcement agency request.

(c) We may also use your personal information to protect the copyright, trademarks, legal rights, property, or safety of Wallace Wilkinson & Webster, wwwlawyers.com.au, its clients or third party.

(d) By providing us with personal information, you consent to the terms of this Privacy Policy and the types of disclosure covered by this Policy. Where we disclose your personal information to third parties, we will request that the third party follow this Policy regarding handling your personal information.

6. Security of your personal information

(a) Wallace Wilkinson & Webster is committed to ensuring that the information you provide to us is secure. To prevent unauthorised access or disclosure, we have put in place suitable physical, electronic, and managerial procedures to safeguard and secure information and protect it from misuse, interference, loss and unauthorised access, modification, and disclosure.

(b) The transmission and exchange of information is carried out at your own risk. We cannot guarantee the security of any information that you transmit to us or receive from us. Although we take measures to safeguard against unauthorised disclosures of information, we cannot assure you that personal information that we collect will not be disclosed in a manner that is inconsistent with this Privacy Policy.

7. Access to your personal information

(a) You may request details of personal information that we hold about you in accordance with the provisions of the Privacy Act 1988 (Cth). A small administrative fee may be payable for the provision of information if we need to retrieve from our external storage provider. If you would like a copy of information we hold, or you believe that any information we hold may be inaccurate, out of date, incomplete, irrelevant, or misleading, please email us at admin@wwwlawyers.com.au.

(b) We reserve the right to refuse to provide you with information that we hold about you, in certain circumstances set out in the Privacy Act.

8. Complaints about privacy

(a) If you have any complaints about our privacy practices, please feel free to send details of your complaint to GPO BOX 1360, Hobart Tasmania 7001 or admin@wwwlawyers.com.au. We take complaints very seriously and will respond shortly after receiving written notice of your complaint.

9. Changes to the Privacy Policy

(a) Please be aware we may change this Privacy Policy in the future. We may modify this Policy at any time, all modifications will be effective immediately upon our posting modifications on our website. Please check from time to time to review our Privacy Policy

10.Website

(a) When you visit our website (wwwlawyers.com.au) we may collect certain information such as browser type and operating system. This information is used in an aggregated manner to analyse how people use our site, such that we can improve our service.

(b) Cookies - We may from time to time use cookies on our website. Cookies are very small files which a website uses to identify you when you come back to the site and to store details about your use of the site. Cookies are not malicious programs that access or damage your computer. Most web browsers automatically accept cookies, but you can choose to reject cookies by changing your browser setting. However, this may prevent you from taking full advantage of our website

(c) Third Party sites - Our site may from time to time have links to other websites not owned or controlled by us. These links are meant for your convenience only. Wallace Wilkinson & Webster is not responsible for the privacy practices of other such websites. We encourage users to be aware, when they leave our website, to read the privacy statement of each and every website that collects personal identifiable information.