

# Privacy Policy

Forest Enterprises is committed to protecting your personal information. We have developed this Privacy Policy to help you understand how and why we collect information from you, how we store it, how you can access and correct that information and when we might disclose information to other people.

## Introduction

This Privacy Policy governs the use of your personal information by Forest Enterprises.

We must comply with our obligations under the Privacy Act 2020 when dealing with your information. When we say “your information” in this Privacy Policy, we mean personal information as defined in and protected by the Privacy Act. Any personal information you provide will be stored, used and disclosed by us in accordance with this Privacy Policy.

Your information will be collected and held by:

Forest Enterprises Limited  
5 Papawai Place  
Masterton 5810

This Privacy Policy does not limit or exclude your rights under the Privacy Act.

## Application of this Privacy Policy

This Privacy Policy applies to all instances where we collect information about you.

## Consent to the collection of your personal information

By accessing Forest Enterprises' website, contacting Forest Enterprises and/or becoming a client or investor of Forest Enterprises services or investments, you consent to the collection, use, disclosure, storage and processing of your personal information in accordance with this Privacy Policy.

## Collection of your personal information

We will collect personal information submitted by you through our website, any communication with Forest Enterprises directly via writing, phone or email and information obtained through our services. We may supplement the information you provide us with information we receive from third parties.

## We collect information from third parties

We may collect information about you from third parties, for example from service providers that help us to verify your identity, or make payments to or receive payments from you, or to provide marketing services. We may also collect information about you from publicly available sources.

We may use an electronic verification service (including a credit reference agency) to confirm your identity and the identity of anyone else providing or receiving money for you. By using Forest Enterprises' services, you consent to this and confirm that you have the consent of any person providing or receiving money for you.

## Personal information we may collect

We may, in addition to other information, collect the following information about you:

- Your name, email address, residential address, telephone number, gender, and date of birth
- Preference information such as investment and marketing preferences
- Information that you provide to us when we communicate via writing, email or phone
- Information obtained from third parties in accordance with this Privacy Policy
- Other additional information required from time to time

In addition to the information outlined above, we may collect information such as your bank account number and other financial information from you.

Some of this information is required by law, for example it must be provided as part of customer due diligence under the Anti-Money Laundering and Countering Financing of Terrorism Act 2009. Or it may be required under the Limited Partnerships Act 2008, if you invest in one of our limited partnerships. Therefore, if you choose not to provide information when we ask for it, you may not be able to invest with Forest Enterprises.

## **Use of your personal information**

The information that we collect from you may be used for a number of purposes relating to our business, which include:

- Provide you with information about us, our products and services and new investment opportunities that we think may be of interest to you
- To meet our statutory and other legal obligations with respect to our services and investments
- Performing the services and any support required in connection with our services and investments.
- To satisfy our obligations arising from any contracts entered into between you and us
- To contact you to ensure customer satisfaction in respect of our role as the service provider or investment manager
- Responding and following up on any queries, complaints or requests you might have made, and other customer care issues
- To monitor, improve and administer our services and our website

You also consent to Forest Enterprises collecting, using and disclosing your personal information for the following purposes:

- Verifying any information that you give to us (or information that we may collect from other sources) with third parties and third party databases, including Government agencies
- Carrying out checks on you for the purposes of the Anti-Money Laundering and Countering Financing of Terrorism Act 2009
- Verifying any information that you give to us (or information that we may collect from other sources) with third parties and third party databases for the purposes of fraud prevention or legal compliance

You authorise any third party to provide your personal information to us for any of these purposes.

## **Protecting your personal information**

We will take reasonable steps to ensure that the personal information that we collect, use or disclose is accurate, complete, up-to-date and stored in a secure environment protected from unauthorised access, modification or disclosure. We continuously implement and update security measures to help protect your information. However, despite all of our measures, we can't guarantee the security of the transmission or storage of your information.

## **Retention of your personal information**

We may keep your information:

- for as long as you have an account or investment with us
- for a minimum of 7 years (after your account or investment is closed) to comply with regulatory, tax, insurance, and other requirements
- for as long as we believe necessary for the purposes set out in this Privacy Policy, or
- for an indefinite time if we believe necessary, for example for fraud prevention, safety, and security.



## Sharing your personal information

We will keep confidential all personal information collected about you. The only exceptions to this are:

- The disclosure relates to the purpose for which the information was collected
- You have provided us with express consent to disclose your personal information
- We may disclose certain personal information about you to third-party service-providers in the course of their provision of services us - we will take reasonable steps to ensure that these service-providers are obligated to keep confidential any of your personal information that they receive and use
- Any person or organisation authorised by the Privacy Act
- Persons or organisations to whom we may be required to pass on your personal information for the purposes of complying with any legal, governmental or regulatory requirement on us or in connection with legal proceedings, crime or fraud prevention, detection or prosecution

## Accessing your personal information

You may request access to all of the personal information that we hold about you by contacting us at:

Email	Postal address	Contact Numbers
admin@forestenterprises.co.nz	Attention: Privacy Officer Forest Enterprises Limited 5 Papawai Place Masterton 5810	Phone +64 6 370 6360 Fax +64 6 370 6369

## Correction of your personal information

If the information held by us is inaccurate, incomplete or not up to date, you may ask us to correct the information.

You can advise us of the correct information by contacting us at one of the addresses above.

## Remarketing

Our website uses a remarketing advertising service. Our remarketing service is provided by Google and other companies that show our ads on websites across the Internet. With remarketing, you may see ads based on webpages you have looked at.

We use remarketing for similar purposes so you may see advertisements for our services as you search the Internet. For this to happen, Google, or other remarketing providers will read a cookie that is already in your browser, or they place a cookie in your browser when you visit our site or other sites using remarketing. (This can only happen if your browser is set to let it happen).

When you visit another website that works with Google, or other providers of remarketing advertising, you may see ads for products/services you previously viewed although they may have nothing to do with the website you are seeing the ads on. This happens because your browser is sending Google the same cookie and encouraging you to revisit the website you previously visited.

You can opt out of Google's use of cookies or device identifiers by visiting "Google's Ads Settings". Alternatively, you can opt out of a third-party vendor's use of cookies by visiting the "Network Advertising Initiative" opt-out page.

## Cookies and Similar Technology

Cookies and other similar technology are used to remember your browser or device during and between website or app visits. Our Service may include cookies and other applications with a similar purpose. We can use this technology to do things, such as remember your preferences and settings, improve security, analyse traffic and trends, and measure the effectiveness and popularity of features or marketing.

This technology is linked to your browser or device and usually it doesn't identify you. The sort of information collected includes your device type, date and time of use, referring website, IP address, and advertising identifiers. We may link this information to other information we collect about you.



We may allow others to provide analytics, send messages and ads for us, and to track and report on performance. These entities may use cookies and other similar technology to identify your browser or device when you use our Service, as well as when you visit other online sites and services.

### **Changes to the Privacy Policy**

We may change this Privacy Policy from time to time by uploading a new version on our website.

**Privacy Officer**

**7 December 2020**

