



Blenkhorn Kirkwood Financial Planning Privacy Collection Statement

At Blenkhorn Kirkwood Financial Planning we are committed to protecting your privacy. We use your personal information to provide and implement financial advice, we ask you for the information we need to assess your financial situation, needs and objectives, formulate a strategy, and subsequently facilitate the strategy should you choose to proceed. This can include a broad range of information ranging from your name, address, contact details and age to other information about your personal affairs including details about health and wellbeing, assets, liabilities, insurances, tax file numbers, estate planning issues and any other information we feel may be critical to the development of financial advice tailored to your situation.

We may also use your information internally to help us improve our services and help resolve any problems.

We may also collect your information from third parties such as solicitors, accountants and other professionals.

We only collect sensitive information such as health and medical history with your agreement and it is necessary for us to do so to preassessments normally related to insurance advice.

We use your personal information to understand your financial situation, formulate our professional advice and assist you to apply for relevant products.

The information you provide to us may be passed on to other organisations so they may fulfil their part in the process. For example, we may provide your personal details to an insurance company to obtain an accurate premium quote; or we may provide your personal details, including bank account details and tax file number, to a managed investment provider so they can establish an account in your name. We also provide your details to entities such as banks, brokers and our client management software provider where required as part of our implementation and/or management of your affairs. We do NOT provide information to third parties for anything other than the facilitation of our advice approved by you.

We also use your personal information to manage your ongoing requirements and our relationship with you. This includes contacting you by mail or electronically (unless you tell us you do not wish to receive electronic communications).

From time to time we will use your contact details to send you offers, updates, articles, newsletters or other information about products and services that we believe will be of interest to you. We may also send you regular updates by email or by post. We will always give you the option of electing not to receive these communications and you can unsubscribe at any time by notifying us that you wish to do so.

Blenkhorn Kirkwood Financial Planning is required to verify your identity before we can provide you with any financial services. This generally involves collecting and checking

original or certified copies of documents including, but not limited to, passports, driver's licences, ASIC company extracts and Trust deeds for any investing entities or individuals related to these entities. We may request further copies over time as legislative changes occur or documents expire. Where we are legally obliged to do so, we may disclose the information we have gathered about you to regulatory or law enforcement agencies. OR We may disclose the following personal information to CRBs, to comply with our obligations under the Anti-Money Laundering and Counter Terrorism Financing Act 2006 (Cth) (AML/CTF obligations). This may include, name, date of birth and residential address.

The purpose of disclosing this information is to enable us to verify whether the personal information collected matches the identification information held by the CRB. We may, upon request, provide you with an alternative method of verification, however, any alternative verification method must also comply with the AML/CTF legislation.

If you don't provide us with full or accurate information, we may not be able to provide you with the services you are seeking.

We provide information to service providers that are part of the process in facilitating the establishment, implementation and management of our financial advice. This includes contractors who supply services to us, e.g. to handle mailings on our behalf, external data storage providers, client management service providers or to other companies in the event of a corporate sale, merger, reorganisation, dissolution or similar event.

We do not trade, rent or sell your information or disclose it to overseas recipients.

Our Privacy Policy contains more information about how to access and correct the information we hold about you and how to make a privacy related complaint, including how we will deal with it. Ask us for a copy by contacting us on (02) 9997 7007 or visiting our website www.blenkhornkirkwood.com

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