



Privacy Policy

Peet Limited recognises that your privacy is important and is committed to protecting your personal information.

The following statement explains how Peet manages such personal information.

Collection, maintenance and disclosure of certain personal information are governed by legislation including the Privacy Act 1988, Corporations Act 2001 or other legislation.

An Overview of Amendments to the Act

New private sector provisions In the Act regulate the way many private sector organisations collect, use, keep secure and disclose personal information.

It gives individuals the right to know what information organisations holds about them and a right to correct that information if it's wrong. This allows people greater control over the way their personal information is handled.

In addition to the restrictions on the use and disclosure of personal information, organisations must now take reasonable steps to make individuals aware of the collection of personal information, the purposes for which it is collected, and onto whom it might pass this information. Except for certain special circumstances, individuals have a right to gain access to their individual personal information and to have the information corrected or annotated if the information is incorrect, out-of-date or incomplete.

Collection

Peet provides a range of services on behalf of the organisations that it manages.

The types of personal information collected by Peet depend on the particular services you use, or request. The information may be collected by Peet in its capacity as manager of an associated company; as responsible entity for a managed investment scheme; as a Developer or Real Estate agent; or as an employer.

This Privacy Statement is general in nature, however you may request a more detailed statement regarding any particular aspect of our business.

The personal information we collect may include your name, address, telephone number, tax file number, bank account details, and transactional details about the service being offered.

Use and Disclosure

The primary purpose of the collection of personal information is to provide you with an appropriate service. Specifically, Peet uses personal information in a variety of ways and many include:

- ◆ Records to assist in determining the most appropriate service provider

- ◆ The maintenance of our clients' registers of security holders
- ◆ Records to facilitate distribution of payments and corporate communications including our clients' financial results, annual reports and other important information that we may wish to communicate to investors.

Third parties to whom Peet may disclose your personal information include:

- ◆ Regulatory authorities including the ATO or as otherwise required to fulfill legal and regulatory requirements;
- ◆ Our related entities for the provision of IT support management support, or print or mail services;
- ◆ Non-related print and mail service providers.

Access and Correction

You can contact our Privacy Officer if you would like details of your personal information, which we may hold, about you or if you would like us to correct it.

To ensure the integrity and safety of personal information, Peet will only disclose to you such information if our internal procedures are satisfied. Depending on the nature of your request, we may ask you to complete a personal information request form. In certain cases we may charge you a fee for this service but we will inform you at the time.

Security

Personal information is mainly held in secure electronic databases. We use a range of security processes to protect the confidentiality, as well as the storage and security of personal information that we hold.

Peet will make every effort to ensure your privacy and personal information is protected in accordance with the Act.

Further Information, Access and Correction

If you would like details of any personal information, which we may hold, or the manner in which it will be used, then you may contact our Privacy Officer.

The procedure for handling such a matter will be dependent upon the nature of your request and will be explained at the time.

If you would like any further information, or wish to make a complaint, please contact our Privacy Officer at the address below:

Cath Young

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