



# Lynns Removals & Storage.

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## PRIVACY STATEMENT – LYNNS REMOVALS & STORAGE

- Lynns Removals & Storage are committed to handling the personal information of our client, members of the public and employees in accordance with the Privacy Act. These groups will be known as our clients.
- Lynns Removals & Storage collect this personal information to enable us to provide a service to our clients, resolve disputes for the public and other normal day to day activities.
- By providing their personal information to us, we acknowledge and consent that :
  - to provide a proper service, client's personal details must be provided to allow us to send material as requested
  - we may collect personal information from our clients and disclose this information to the following related entities:
    - o trainers
    - o Conciliation tribunals
- Our client must represent to us that where they provide personal information to us about another person, they are authorised to provide this information and that they have informed that person that they have done so and disclosed to them how we will use this information in the delivery of our service to them.
- Lynns Removals & Storage also undertakes to protect that information and use it only for the reason it was collected in the first instance.
- Lynns Removals & Storage also undertakes to allow any individual or company, for whom we hold information to access that information (unless doing so would pose a serious threat to the life or health of any individual), subject to the application being made in writing to the management.
- By providing us with their personal information, our client acknowledges that we may contact them for follow up information regarding our services, or send them material relevant to our services, in the future.
- Our client may withdraw their permission for us to use their personal information at any time, but must acknowledge that where their details are essential for us to deliver their goods, this may compromise the effectiveness of our service to them.
- All information held concerning an employee is held on file and may only be accessed by the appropriate personnel and is subject to the National Privacy Principals.