

Privacy Policy

Introduction

Cunningham & Harvey is committed to protecting your privacy in accordance with the Privacy Act 1988 (Cth) and the Australian Privacy Principles (APPs). This Privacy Policy explains how we collect, use, disclose, and protect your personal information.

Collection of Personal Information

We collect personal information that is necessary for us to provide our services. This may include, but is not limited to:

- Name
- Contact details (address, phone number, email)
- Tax file numbers (TFNs)
- Financial information
- Employment details
- Details of your spouse and dependents

We collect personal information through various means including:

- Directly from you (e.g., when you provide information in person, by phone, or via our website)
- From third parties (e.g., your employer, banks, or government agencies)
- Publicly available sources

Use of Personal Information

We use your personal information for the following purposes:

- To provide accounting and taxation advisory services
- To communicate with you
- To comply with legal and regulatory requirements
- To manage and enhance our services

Disclosure of Personal Information

We may disclose your personal information to:

- Regulatory bodies, government agencies, and law enforcement authorities
- Third-party service providers (e.g., IT services, auditors)
- Other professionals (e.g., lawyers, financial advisors) with your consent

We will not disclose your personal information to overseas recipients unless necessary and we ensure that the overseas recipient complies with the APPs or equivalent privacy laws.

Security of Personal Information

We take reasonable steps to protect your personal information from misuse, interference, loss, unauthorized access, modification, or disclosure. This includes:

- Secure physical and electronic storage
- Access controls and encryption
- Regular security reviews and updates

Access to and Correction of Personal Information

You have the right to request access to the personal information we hold about you and to request corrections if necessary. To do so, please contact us at gawler@chaccountants.com.au. We will respond to your request within a reasonable timeframe.

Complaints

If you have a complaint about how we handle your personal information, please contact us at gawler@chaccountants.com.au. We will investigate and respond to your complaint promptly. If you are not satisfied with our response, you can contact the Office of the Australian Information Commissioner (OAIC).

Changes to this Privacy Policy

We may update this Privacy Policy from time to time to reflect changes in our practices or legal requirements. The updated policy will be available on our website.

Contact Us

If you have any questions or concerns about this Privacy Policy or our privacy practices, please contact us at:

Cunningham & Harvey
12 Reid Street GAWLER SA 5118

81 McDouall Stuart Avenue WHYALLA NORRIE SA 5608
08 8523 3788
gawler@chaccountants.com.au