



## Privacy Policy

LawFinance Limited (**LawFinance**) is a litigation funder located at Level 16, 56 Pitt Street Sydney NSW 2000.

In the course of our business, we collect personal information from time to time. We take your privacy seriously, and take all reasonable measures to ensure that personal information is not mismanaged or abused.

This policy relates to the collection, storage and use of personal information that is covered by the Privacy Act 1988 (Cth) (**Privacy Act**). For the purposes of the Privacy Act, personal information means information or an opinion about an identified individual or an individual who is reasonably identifiable:

- (a) whether or not the information or opinion is true or not; and
- (b) whether the information or opinion is recorded in a material form or not.

LawFinance complies with the Privacy Act and the Australian Privacy Principles, and all other privacy laws which it is subject to within Australia.

This policy may be updated from time to time, at our discretion.

### Background to LawFinance

LawFinance is a litigation funding company listed on the Australian Securities Exchange (ASX:LAW). LawFinance provides funding for high value legal claims.

### Information collected to provide litigation funding services

LawFinance collects and holds personal information predominantly to provide litigation funding services to our clients. This includes the collection of information as required or desirable:

- (a) to ensure that our provision of services is prompt, efficient and comprehensive;
- (b) to keep you informed of legal and funding developments that may be of interest to you;
- (c) to communicate with you;
- (d) to help us manage and improve our services;

- (e) to comply with legal obligations; and/or
- (f) for other purposes related to any of the above.

For this purpose we may collect personal information including the following:

- (a) about clients: name, mailing and email addresses, telephone number, job title and organisation/employer name;
- (b) about employees or other associates of clients: contact details, employment or any corporate office held, details of the role and relationship with our client and any other personal details required to provide the legal services requested by our client; and
- (c) about third parties: any personal details required to serve legal documents or process payments, to investigate and enforce our clients legal rights, to negotiate on our client's behalf and to provide legal advice to our clients and may include the history of dealings with our client.

LawFinance collects information about individuals directly from our clients and their associates, from publicly available sources such as various public registers or online and print publications or from third parties either by request or pursuant to court orders.

In order to provide clients with our services, LawFinance also collects information relating to the legal proceedings for which funding is sought or being provided.

If you do not provide LawFinance with the information requested, LawFinance may not be able to provide you with our services.

If you are a client, we also use your personal information for other communications such as requesting feedback, providing you with other relevant information and suggesting other services which we feel would be of value to you. You may at any time contact us to request that we no longer communicate with you for this reason and we will honour such requests.

### **Third Parties**

If LawFinance engages third parties to perform services for us, which involve the third party handling personal information that LawFinance holds, LawFinance prohibits the third party from using personal information about you except for the specific purpose for which LawFinance supplies it.

LawFinance does not disclose any personal information it collects to third parties for the purpose of allowing them to directly market their products and services. LawFinance does not sell or trade personal information.

### **Holding and destruction of personal information**

LawFinance will take all reasonable steps to ensure that your personal information is kept secure. Any personal information collected by LawFinance may be stored both electronically and in hard copy in our office or at a secure offsite storage facility. Where we no longer require any physical documents or records which contain personal information, such documents are securely destroyed by a specialised secure destruction service.

### **Disclosure of personal information**

LawFinance discloses personal information to other persons for the purposes listed in this document, as required by law, or with your permission.

In order to provide litigation funding services we may need to disclose personal information to other professionals such as barristers, experts or other advisors. We may also disclose documents containing your personal information to other third party service providers such as businesses that provide data processing, archival services, transcription services, copying and litigation support, delivery services, service of process, mailing services, website and technology services, external data hosting, research, banking, payment processing and insurance.

As LawFinance provides litigation funding services in Australia, we are unlikely to disclose personal information to overseas recipients but may do so if we are providing services to a client which is located overseas or in relation to a cross border matter. In such cases we are likely to disclose personal information collected in Australia to our clients or to their overseas legal or accounting representatives. Where we provide personal information to an overseas recipient, we have a legal obligation to take such steps as are reasonable in the circumstances to ensure that the recipient does not breach certain Australian privacy laws, unless a similar privacy regime applies in the overseas jurisdiction.

### **Access to your personal information**

If you are one of our clients, you may access your personal information upon request. We may charge a fee for providing such information in accordance with any agreement we have with you.

If you are not one of our clients, we will give you access to your personal details where we are obliged to do so under privacy laws.

Where we receive a request for access to personal information, we will determine whether we are obliged by law to provide such access and will endeavour to give a response in writing within 30 days of the request. Where we are obliged to provide you access to personal information, we may charge a reasonable fee for such access, of which we will advise ahead of time.

## **Corrections and complaints**

If you believe that the personal information we hold is inaccurate or not up to date, you may request that a correction is made to that information, in which case we will keep a note of the new information you provided against the relevant record.

If you have a complaint with respect to our handling of your personal information in relation to this Privacy Policy or any privacy laws, please advise us of your complaint in writing. Where we receive a genuine complaint which is not vexatious or frivolous, we will endeavour to investigate the complaint and advise you of any outcome within 45 days of receiving the complaint.

## **Effect of the Policy**

This policy does not form a contract between an individual and LawFinance. This policy may change to reflect LawFinance's business, laws and technology. Whenever you need to refer to this policy you should refer to LawFinance's website [www.LawFinance.com.au](http://www.LawFinance.com.au) or contact LawFinance directly for the most up to date version.

## **Contact details**

Any communications for the purposes of this policy may be made by the following means:

Mail: LawFinance Limited  
Level 16, 56 Pitt Street, Sydney, NSW, 2000

Email: [enquiries@LawFinance.com.au](mailto:enquiries@LawFinance.com.au)

Phone: +61 2 9696 0220

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