

## Privacy Statement

Francis Properties values your privacy and complies with the Australian Privacy Principles (APPs). This summary of our privacy statement, together with our main privacy statement, outlines our procedures when handling your personal information.

Personal information is acquired when carrying our day to day business. For example, as part of providing property services, operating our business and keeping you informed of our services.

As such we collect, use, store and disclose personal information including but not limited to; contact; transactional and financial information. Information in relation to our suppliers' and clients' personnel; and information pertaining to our directors and staff.

Personal information is generally collected from the person concerned, although at times it may be obtained from other sources including recruitment agencies, contractors, business partners, legal advisors, financial institutions and government agencies.

Personal information may be disclosed to third parties, including other Francis Properties members, third parties who provide products and services to us or on our behalf; our business partners, joint venturers, partners and agents; and to government agencies.

We may (with your consent, which is granted utilising any of our products or services, visiting our website or providing your personal information) disclose personal information overseas for processing, storage or back up purposes. In giving consent, you hereby acknowledge that these overseas recipients are not required to comply with the APPs.

You may contact the Privacy Officer via [info@francisproperties.com.au](mailto:info@francisproperties.com.au)