



## *Privacy Policy*

## Privacy Policy

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## 5 Access and alterations to your personal information

You can gain access to your personal or company information or advise alterations to that information by contacting our office:

Contact Person: Nathan Edwards

Address: Suite 3, Level 1, 210 The Entrance Road, Erina NSW 2250

Email: [nathan@ccfin.com.au](mailto:nathan@ccfin.com.au)

Information which is easily accessible will be provided to you free of charge. However, information which is more difficult to access may have a fee associated with the request. You can also contact us for more detailed information on how we collect, handle and secure your personal information.

## 6 Marketing

From time to time, Central Coast Finance may contact you with information about products from either ourselves or our industry affiliates that we believe may interest you. To opt-out of receiving such information, simply let us know by contacting us directly using the office details above.

## 7 Security of your personal information

Central Coast Finance takes reasonable steps to ensure the security of your personal or company information from unauthorised access, theft or modification.

In the extremely unlikely event that Central Coast Finance suspects that there has been a data breach that may cause you serious harm, we will take all reasonable steps to assess if your data has been accessed or lost, and if this information being accessed or lost may cause you serious harm. This assessment will always be completed expeditiously and within 30 days.

If Central Coast Finance finds that there has been a data breach that has the potential to cause you serious harm, this will be reported to the Office of the Information Commissioner and you directly.

## 8 Feedback on the handling of your personal information

Should you be unsatisfied in the manner in which Central Coast Finance has handled your personal information please contact us (per details listed above). We will take all necessary steps to investigate and address your concerns. If the issue you have raised is not resolved to your satisfaction you should contact the Office of the Australian Information Commissioner at:

Ph: 1300 363 992

e: [enquiries@oaic.gov.au](mailto:enquiries@oaic.gov.au)

Mail: GPO Box 5218  
SYDNEY NSW 2001.

You can learn more about the Privacy Act and your rights at [www.privacy.gov.au](http://www.privacy.gov.au)