

## Saito New Zealand Ltd and Subsidiaries Privacy Policy

This Privacy Policy applies to personal information collected by Saito entities (Saito) and sets out how Saito collects, stores and uses your personal information and how you can access and update your personal information or make a complaint.

Unless otherwise notified to you that your personal information will be used in a more limited way (for example, in a website or form seeking personal information from you), all personal information collected by Saito is held and used in accordance with this Privacy Policy.

### **We collect personal information from you, including information about your:**

- name
- contact information
- location
- computer or network
- interactions with us
- billing or purchase information

We do not sell, loan, disclose, or offer your private information to any third party for their own use unless required to do so by law.

### **We collect your personal information in order to:**


- Provide you with the products and services you sign up for.
- Tell you about our new products, services and promotions: for example, if you are opted-in to email marketing communications we may email you to let you know about new content you may be interested in.
- To customise our marketing and advertising.

### **Third party cookies and other technologies:**

We use third party cookies and other technologies for marketing and to gather website analytics. This includes:

- Remarketing: we use third party cookies – such as Google Analytics cookies – to keep track of the reports you're interested in and remarket them to you when you leave our site (as a result, you may see ads from Saito when you visit other websites).
- Impression reporting: we use web beacons to estimate the number of users that have viewed and clicked on our advertisements (as a result, we're able to gauge the success of a campaign).

You can opt out of Google Analytics, but it may affect how you visit our site, for example if there is content you need to sign up to our email lists to view, you will not be able to access that content once you navigate away from the page. For more information on opting out of being tracked by Google Analytics please [visit this page](#).



You can also ask your browser to delete or block third party cookies: simply search online for “cookies” + the name of your internet browser (for example, “Google Chrome”) for step-by-step instructions.

## **Besides our staff, we share this information with:**

- Trusted third parties in order to distribute our email or print communications. We also share your contact information with trusted third parties in order to customise our marketing and advertising. We do not authorise third parties to use or disclose your personal information except for the purpose of providing the service we request from them. We require any third parties to contractually commit to protect the security and confidentiality of your personal information.

We keep your information safe by storing it in encrypted files and only allowing certain staff to access it.

You have the right to ask for a copy of any personal information we hold about you, and to ask for it to be corrected if you think it is wrong. If you'd like to ask for a copy of your information, or to have it corrected, please contact us at [assist@saito.co.nz](mailto:assist@saito.co.nz), or 0800 724 866, or 3-7 Tawari Street, Mt Eden 1024, Auckland, New Zealand.

## **Contacting you**

We may contact you to:

- Clarify details about your membership or digital access.
- Respond to any enquiries you make.
- Provide any information necessary for the operation and security of our site.

If you have opted to join our mailing lists we may also contact you to advise of changes to our terms and conditions, services or new products or promotions.

## **Links to other websites**

Our websites provide links to other websites when we consider you may be interested in the contents of those sites. We do not endorse any third-party sites or their content and we have no control over the conduct of the companies or organisations operating those sites.

Before you disclose any personal information to another site, we advise you to check its terms and conditions, including its privacy and security policies.

## **More information**

### **Complaints**

Saito is committed to dealing quickly and appropriately with any privacy complaints.

If you are concerned this privacy policy may have been breached or your privacy has been compromised, please email us immediately on [assist@saito.co.nz](mailto:assist@saito.co.nz) or call customer services on 0800 724 866.

For more information on privacy see the [Privacy Commissioner's Website](#).