

Privacy Policy

Effective date: 1st October 2025

1. Introduction

Melville Jessup Weaver (MJW) is committed to protecting your privacy. This Privacy Policy explains how we collect, use, and protect your personal information in accordance with the New Zealand Privacy Act 2020. By using our website or submitting an enquiry, you agree to the terms outlined here.

2. What Information We Collect

We only collect personal information that you choose to provide when completing our Enquiry Form. This may include:

- Your first and last name
- Email address
- Your comment or message

We do not collect sensitive personal information through this website.

3. How We Use Your Information

We use the information you provide to:

- Respond to your enquiry
- Provide you with information about our services if requested
- Keep internal records related to your enquiry

We will not use your information for unrelated purposes without your consent.

4. Your Rights

Under the Privacy Act 2020, you have the right to:

- Request access to the personal information we hold about you
- Ask for corrections if your information is inaccurate or out of date
- Request that we delete your personal information from our records

To exercise these rights, please contact us at administrator@mjw.co.nz

5. Sharing Your Information

We do not sell, rent, or share your personal information with third parties.

Your information is only used by MJW staff for the purposes listed above.

6. Data Security

We take reasonable steps to protect the personal information we collect from misuse, loss, or unauthorised access. Information submitted through our enquiry form is securely stored within our internal systems.

7. Retention of Information

We retain your personal information only for as long as necessary to respond to your enquiry, provide our services, or comply with legal requirements. You may request removal of your information at any time.

8. Changes to This Policy

MJW may update this Privacy Policy from time to time to reflect changes in our practices or the law. The latest version will always be published on our website with an updated effective date.

9. Contact Us

If you have any questions or concerns about this Privacy Policy or how we handle your personal information, please contact us:

Email: administrator@mjw.co.nz

Phone: +64 (4) 499 0277