Privacy Policy

Introduction
Leaft Foods Limited (we, us, our) complies with the New Zealand Privacy Act 2020 (the Act) when dealing with personal information. Personal information is information about an “identifiable individual” (a natural person) and includes things like your name and contact details.

This policy sets out how we will collect, use, disclose and protect your personal information.

This policy does not limit or exclude any of your rights under the Act. If you wish to seek further information on the Act, see www.privacy.org.nz.

Changes to this policy
We may change this policy by uploading a revised policy onto the website. The change will apply from the date that we upload the revised policy.

This policy was last updated on 30th March 2022.

Collecting and storing your personal information
We collect personal information about you from:

- you, whenever you interact with us, including for example, when you visit or subscribe or request information via our website;
- third parties but only where you have authorised this, or the information is publicly available and it is relevant to our business purposes.

We may store personal information we collect in any format we choose, which may include data storage facilities or via cloud based storage providers (whether based within or outside New Zealand). However we choose to store your personal information, we will take reasonable steps to keep your personal information safe from loss, unauthorised activity, or other misuse.

When you visit our website, we also collect general user and other technical information (e.g. [browser type, IP address and other similar information]) that we use to administer our website and to better understand how users interact with our website and the information provided on it. However this information does not contain any personally identifiable information and is therefore not “personal information”.

How we use your personal information
We will use your personal information:

- to provide you with information about us and our business, including any information you may have specifically requested of us;
- to respond to communications from you, including enquiries you have made of us
- for our own internal business purposes
• to comply with, protect and/or enforce our legal rights, obligations and interests, including defending any claim
• for any other purpose we tell you about or which is specifically authorised by you or permitted by the Act.

Disclosing your personal information
We may disclose your personal information to:

• another company within our group
• third parties (both individuals and other entities) that provide services to us or who assist us in providing those services or our products, including any person that hosts or maintains any underlying IT system or data storage that we use
• any other person authorised by the Act or required or authorised by any other applicable law (e.g. a law enforcement agency)
• any other person specifically authorised by you or as required for the purposes for which you have provided and we have collected that information.

Accessing and correcting your personal information
Subject to certain grounds for refusal set out in the Act, you have the right to access, and to request correction of, your readily retrievable personal information.

If you want to know whether we hold personal information about you, or request a correction of any personal information, email us at info@leaftfoods.com. You will need to provide us with evidence that you are the person to whom the personal information relates or an authorised representative of that person, and clearly set out the details of your request (e.g. the personal information, or the correction, that you are requesting).

We may charge you our reasonable costs of providing to you copies of your personal information or correcting that information and may require all or part of that charge to be paid in advance.

Internet use
While we take reasonable steps to maintain secure internet connections, if you provide us with personal information over the internet, the provision of that information is at your own risk. If you follow a link on our website to another site, the owner of that site will have its own privacy policy relating to your personal information. We suggest you review that site’s privacy policy before you provide personal information.

Cookies
We use cookies (an alphanumeric identifier that we transfer to your computer’s hard drive so that we can recognise your browser) to monitor your use of the website. You may disable cookies by changing the settings on your browser, although this may mean that you cannot use all of the features of the website.

Contacting us
If you have any questions about this privacy policy, our privacy practices, or if you would like to request access to, or correction of, your personal information, you can contact us at info@leaftfoods.com.