

# Hawkesbury Community Financial Services Limited

## Shareholders Privacy Policy

### Your Personal Information

Hawkesbury Community Financial Services Limited is committed to ensuring your privacy is protected and understands your concerns regarding the confidentiality and security of personal information you provide to us.

This Shareholder Privacy Policy sets out how we safeguard your privacy.

### Collection of Personal Information

If you apply for shares, you will provide personal information to the Company and to the Company's Share Registry.

The Share Registry details are

RSD Registry  
P O Box 30  
Bendigo Victoria 3552

Some of the information that will be collected by the Company is required pursuant to tax and corporations' law. If you do not provide the information requested, your share application may not be able to be processed efficiently, or at all.

### Use and Disclosure of Personal Information

The Company and the Share Registry collect, hold and use your personal information in order to:

- assess and process your application.
- service your needs as an investor.
- provide products, facilities and services which you may request.
- provide you with information about products, facilities and services if so requested by you; and
- carry out appropriate administration of your investment.

To do these things, the Company and the Share Registry may disclose your personal information for purposes related to your investment to Bendigo and Adelaide Bank and related companies, the National Stock Exchange, and to agents and service providers of the Company and of Bendigo and Adelaide Bank or as otherwise authorised under the Privacy Act 1988 (Cth). The Company does not disclose your personal information to overseas recipients.

Your information may be used only for purposes related to

your investment (including as noted above).

### Access to and Correction of your Personal Information

Under the Privacy Act you may request access to and seek correction of your personal information held by (or on behalf of) the Company or Bendigo and Adelaide Bank. You can request access to and seek correction of your personal information held by the Company by contacting the Company's Secretary on the contact details below. You can request access to and seek correction of your personal information held by Bendigo and Adelaide Bank by contacting the Bank as follows:

Bendigo and Adelaide Bank Limited  
Bendigo Centre, Bendigo, Victoria 3550  
Postal Address: PO Box 480  
Bendigo, Victoria 3552  
Telephone: 1300 366 666 (local call)

A copy of the privacy policy of Bendigo and Adelaide Bank is available at [www.bendigobank.com.au](http://www.bendigobank.com.au).

### Privacy concerns or complaints

If you have any concerns or complaints about the treatment of your personal information by the Company, you can contact the Company's Secretary on the contact details below.

The Company will promptly investigate your complaint and notify you of the outcome. If you are still not satisfied, you can in some cases refer your complaint to the Office of the Australian Information Commissioner (Tel: 1300 363 992 or via the web [www.oaic.gov.au](http://www.oaic.gov.au)).

## **Contacting Us**

If you have any questions about our Shareholder Privacy Policy or about the way, we manage your personal information you can contact the Company as follows:

The Company Secretary  
Hawkesbury Community Financial Services Limited  
McNair Shopping Centre  
Shop 7-8, 36 Riverview Street  
North Richmond NSW 2754

Postal - P O Box 340  
North Richmond NSW 2754

Ph 02 45712988