

Privacy Policy

At Supra Legal we strive to provide you with the best quality legal advice and immigration assistance. We value the trust that you place in us and are committed to maintaining that trust. In providing our services we must collect personal information about you but are strongly committed to protecting your privacy and ensuring the security of all personal information we hold.

What personal information we collect

If you engage our professional services, we may collect and store your personal information (or that of members of your family), including your name, addresses, date of birth, telephone number, passport details, employment history, educational background and visa status. Personal information may be provided to us by you directly or by a third party (eg your employer). We may also collect sensitive information, including information relating to your health and criminal history where this is necessary for the services we provide. We will collect this information through on-line forms, questionnaires, and email and personal communications. We will use this information to provide you with advice and assistance in relation to migration or citizenship issues. If you do not provide us with the personal information that we request, we may not be able to provide you with professional assistance. We may also use your contact information for related purposes, such as providing you with updated information about migration issues, providing you with information about our other services or for the purpose of managing our business.

If you contact us through this website, you may provide us with personal information including your name and contact details. We may use this information to keep in touch with you and to provide you with information which may be of interest to you. You can opt out of this service at any time. We also collect anonymous information about the numbers and frequency of visitors to our website, including through the use of cookies (which you can exclude by changing your web browser settings).

When we will disclose your information

Supra Legal is bound by strict professional obligations of confidentiality in relation to our clients and we take those obligations very seriously. Your personal and confidential information will only be disclosed:

- if you authorise us to make a disclosure
- it is disclosed for the purpose for which we collected it (eg to agencies associated with visa processes for the purpose of applying for a visa), or
- the disclosure is required or permitted by law.

Your information may be accessed by principals, consultants and employees of our firm. From time to time, we may engage contractors (eg IT consultants) or professional advisors (eg accountants) to assist with some aspects of our business and these contractors may be able to access your information. However, all contractors are subject to strict confidentiality conditions.

How your information is stored

We store your information in computer databases, paper files and other electronic records. Supra Legal and our IT service provider take all reasonable steps to protect your personal information from loss, misuse, unauthorised access and disclosure. However, electronic communications are never 100% secure and when you share your information with us it is at your own risk.

Your personal information will not be sold to anyone. When your personal information is no longer required to be kept, we will either destroy it or de-identify it.

Questions or concerns?

If you have any questions or concerns about our management of personal information, you want to know what personal information we hold about you (there may be a fee associated with such access) or you want to correct, update or delete any personal information please contact us. If you wish to opt out of receiving any further communications from us you can do so at any time.

Changes to our Privacy Policy

We may make changes to our Privacy Policy from time to time and will notify you of any such changes by publishing them on this site.