

## Personal Information Collection Statement

You may be asked to provide to Apex Insurance Brokers Limited (hereinafter referred to as “myVHIS”, “our”, “we”, or “us”, which expression shall include its successors and assigns) certain personal information, including, without limitation, your name, address, Hong Kong identity card number or passport number (and/or copies thereof), contact information, family history, health and medical information and financial information (collectively referred to as “Personal Information”) when you (i) visit our website ([www.myvhis.hk](http://www.myvhis.hk), “Website”), (ii) use, enquire about or apply for any insurance, financial or other services or products provided by us and/or our partnering insurance companies or financial institutions, (iii) apply to make changes to your policy, or (iv) make a claim against a policy.

We may also collect Personal Information about you from third parties, such as insurance companies or agents, government agencies, medical personnel, credit reporting agencies, courts or public records.

Unless specifically stated otherwise, it is voluntary for you to provide us with your Personal Information. However, please note that if you do not provide us with your Personal Information, we may not be able to (i) provide you with the services in connection with myVHIS or such other information, products or services you need; or (ii) process your request.

You may access our data privacy policy on our website ([www.myvhis.hk](http://www.myvhis.hk)).

If there is any discrepancy between the English and Chinese versions of this Statement, the English version shall prevail.

## **1. Purpose of Collection**

The Personal Information we collect from you via this Website is to enable myVHIS and/or our partnering insurance companies or financial institutions to provide you with services in connection with myVHIS or other third party products or services provided on this Website and may be used for any of the following purposes:

- (a) to process your application for myVHIS or other third party products or services provided on this Website;
- (b) to administer and process your insurance policies, claims, security and underwriting checks;
- (c) to process your payment instructions;
- (d) to verify your eligibility for different products and services;
- (e) to evaluate your financial needs;
- (f) to design and provide you with insurance, financial and related services and products;
- (g) to conduct identity and/or credit checks and/or debt collection;
- (h) to communicate with you;
- (i) to provide you with promotional materials or information relating to insurance or financial services or related wealth management products arranged by myVHIS, and those of other entities within Apex Insurance Group or partnering insurance companies or financial institutions;
- (j) to perform a policy review or needs analysis;
- (k) to conduct research and statistical analysis;
- (l) to comply with the laws of any applicable jurisdiction or to meet disclosure requirements imposed by law or regulatory authorities;
- (m) to match any information/data held which relates to you from time to time for any of the purposes listed herein;
- (n) to carry out other services in connection with the operation of myVHIS or other third party products or services provided on this Website; and
- (o) for other purposes directly relating to any of the above.

## **2. Classes of Transferees**

We may disclose your Personal Information to third parties (within or outside Hong Kong) for the purposes outlined in Part (1) - Purpose of Collection, including, without limitation, the following third parties: (a) insurance and re-insurance companies; (b) insurance brokers and agents; (c) companies within Apex Insurance Group; (d) claims investigation companies; (e) third party administrators; (f) third party service providers (including, without limitation,

bankers, lawyers, healthcare providers, accountants, and other third party service providers who provide administrative, telecommunications, computer, payment, printing, redemption or other services to us to enable us to operate our business); (g) industry associations and federations; (h) medical bill review companies; (i) professional advisers; (j) researchers; (k) credit reference agencies; (l) debt collection agencies; (m) partnering financial institutions; (n) regulators and government agencies; (o) law enforcement agencies; and (p) the courts.

### **3. Use and Provision of Personal Information in Direct Marketing**

We may, from time to time:

- a) use your Personal Information to conduct direct marketing activities in relation to insurance, provident funds or schemes, financial services and any related products and services. Such products and services may be provided by myVHIS and/or: (i) companies within Apex Insurance Group; (ii) any of our affiliates; (iii) insurance companies or financial institutions who partner with us; or (iv) our business partners or co-branding partners.
- b) provide your Personal Information to all or any of the parties/persons described in (a) above for their use in marketing those products and services.

Before using your Personal Information for the purposes and/or providing your Personal Information to the parties/persons set out in (a) and/or (b) above, we must obtain your written consent, and, only after having obtained such written consent, may we use and provide your Personal Information for any promotional or marketing purpose.

You may, in the future, withdraw your consent to the use and/or provision of your Personal Information for direct marketing. If you wish to withdraw your consent, please inform us in writing to the address in Part (4) - Access and Correction Rights and we shall, without charge to you, ensure that you are not included in future direct marketing activities.

### **4. Access and Correction Rights**

Under the Personal Data (Privacy) Ordinance (Cap. 486), you have the right to ascertain whether myVHIS holds your Personal Information, to obtain a copy of the information and data, and to correct any item of information or data which is inaccurate. You may also request myVHIS to inform you of the type of Personal Information which myVHIS holds.

Requests for access and correction or for information regarding policies and practices and kinds of Personal Information held by myVHIS should be directed to any one of the following response channels:

- a) by fax to (852) 2376 2325;
- b) by email to [anna.tang@apexins.com](mailto:anna.tang@apexins.com) or  
by post to: Ms. Anna Tang, Apex Insurance Brokers Limited, 11/F, Surson Commercial Building,  
140-142 Austin Road, Kowloon
- c)

A reasonable fee may be charged to offset our administrative and actual costs incurred in complying with your Personal Information access requests.