



PRIVACY POLICY

Managing Personal Information Country Music Club of Boyup Brook WA Inc

21 October 2020

The Country Music Club of Boyup Brook WA Inc. is committed to safeguarding your privacy online, and this policy outlines our ongoing obligations in how we manage your Personal Information.

The Country Music Club of Boyup Brook WA Inc. does not collect personally identifiable information about individuals except when such individuals specifically provide such information on a voluntary basis. For example, such information may be gathered from the registration process for subscription or services and in connection with content submission, community postings, (e.g., forums), suggestions and transactional areas.

Personally identifiable information on individual users will not be sold or otherwise transferred to unaffiliated third parties without the approval of the user at the time of collection. We have adopted the Australian Privacy Principles (APPs) contained in the Privacy Act 1988 (Cth) (the Privacy Act). The APPs govern the way we collect, use, disclose, store, secure and dispose of your Personal Information.

What is Personal Information and why do we collect it?

Personal Information is information or an opinion that identifies an individual. Examples of Personal Information we collect include; names, addresses, email addresses, phone numbers, age, and gender. The Club also collects anonymous demographic information, which is not unique to you, such as your postcode, age, gender, preferences, and interests.

This Personal Information is obtained in many ways including interviews, correspondence, by telephone, email, our website wacountrymusic.com.au.

We collect your Personal Information for the primary purpose of providing our services to you. You may unsubscribe from our mailing/marketing lists at any time.

Access to the database containing personal information is restricted to Country Music Club of Boyup Brook WA Inc., staff members with direct responsibility for customer service or management of the website. Authorised staff members are not allowed to pass on information about members to non-authorised staff without the express permission of the Executive Committee.

Third Parties

The Country Music Club of Boyup Brook WA Inc. is not responsible for the content, policy or practices of websites operated by third parties that are linked to this website. Where reasonable and practicable to do so, we will collect your Personal Information only from you. However, in some circumstances, we may be provided with information by third parties.

Collection and use of site visit data

The following information may be automatically recorded by this site's web server for statistical and system administration purposes only:

- your server address
- your top-level domain name (e.g. .com, .au, .gov)
- the date and the time of your visit to the site
- the pages you accessed and downloaded
- the address of the last site you visited
- your operating system
- the type of browser you are using.

Disclosure of Personal Information

The Country Music Club of Boyup Brook WA Inc. may disclose personal information, including sensitive information, held about an individual to:

- government departments
- anyone you authorise us to disclose information to.

Security of Personal Information

Your Personal Information is stored in a manner that reasonably protects it from misuse and loss and from unauthorised access, modification or disclosure. When your Personal Information is no longer needed for the purpose for which it was obtained, we will take reasonable steps to destroy or permanently de-identify your Personal Information. However, most of the Personal Information is or will be stored in client files which will be kept by us for a minimum of 7 years.

Maintaining the Quality of your Personal Information

It is important to us that your Personal Information is up to date. We will take reasonable steps to make sure that your Personal Information is accurate, complete and up to date. If you find that the information we have is not up to date or is inaccurate, please advise us as soon as practicable so we can update our records and ensure we can continue to provide quality services to you.

When you use our website, having your cookies enabled will allow us to maintain the continuity of your browsing session and remember your details when you return. We may also use web beacons, Flash local stored objects and JavaScript. If you adjust your browser settings to block, reject or delete these functions, the webpage may not function in an optimal manner. We may also collect information about your IP address.

Policy Updates

This policy may change from time to time and is available on our website.

Privacy Policy Complaints and Enquiries

If you have an queries or complaints about our Privacy Policy, please contact us at:

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hello@wacountrymusic.com.au

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