

BUNDARRA SKI CLUB PRIVACY POLICY

This policy outlines how Bundarra Ski Club manages personal information. It describes the type of information collected, how the information is collected, the purpose for which the information is collected and how the information is stored. The privacy act requires that we advise all visitors and members with whom we deal of our Privacy Policy. Further information on general privacy matters can be found at www.privacy.gov.au

Personal information collected by Bundarra Ski Club may include, but not limited to:

- Name
- Contact details (address, phone, email)
- Banking and / or credit card details
- Booking history

Individuals from whom we collect personal information may include, but not limited to:

- Members
- Guests
- Contractors, service providers
- Others who come into contact with Bundarra Ski Club

Personal Information is collected when, but not limited to:

- You make an enquiry (phone, email, web site) to Bundarra Ski Club
- You make a booking (phone, email, web site)
- You voluntarily provide your details to Bundarra Ski Club.

Your Information May Be Used, but not limited to:

- When providing information about Bundarra Ski Club
- When making or confirming a booking

Disclosing Your Information

Bundarra may need to disclose your personal information to a range of organisations that provide services to Bundarra Ski Club. These may include, but are not limited to:

- Financial institutions in the case of direct debit or credit card transactions
- Bundarra Ski Club professional advisors, including accountants, auditors, lawyers
- Bundarra Ski Club Insurers

If your information is to be used or disclosed for additional purposes your written consent will be sought.

Managing Your Personal Information

Bundarra Ski Club holds your personal information securely through physical and electronic means.

Bundarra will take all reasonable steps to ensure personal information is not misused, lost or subject to unauthorised access or use.

Bundarra Web Site

The Bundarra web site may record information about your use of the site. This may include web pages visited, time and date of your visit. Bundarra Ski Club uses this information to improve our service and the performance of the web site. In addition we may use "cookies" which are small text files that help a web site recall user preferences. This is standard practice for many web sites. Any personal information collected using "cookies" will be treated in the same manner as all information collected by Bundarra Ski Club. Users can disable "cookies" from their internet browser to prevent the information being collected, however this will reduce the benefit that "cookies" can offer.

Accessing Your Personal Information:

Subject to some exceptions provided by law, you have a right to access your personal information that Bundarra Ski Club holds. For security purposes any request must be in writing and attention to Bundarra Ski Club Executive Committee. Contact details available on www.bundarraskiclub.com

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