

BURNSIDE BOWLING CLUB

PRIVACY POLICY

Privacy Policy

Your privacy is important to us. This privacy policy discloses what information we gather, how we use it, and how to correct or change it.

Information

We gather various information about our current and potential members. This information includes personal information provided:

- by you to us (such as your first and last names, phone numbers, email and residential address) for the purpose of enquiring about or receiving news about bowling related activities in Canterbury and throughout New Zealand, and other social and community events held at our Club and
- to us by you through any other method (including correspondence and discussions).

Use of your information

We will never sell or rent your personal information to third parties.

We will use information we collect from you for the purpose for which it is collected (for example to advise you about upcoming bowling tournaments and social activities) and for such other secondary purposes that are related to the primary purpose of collection. We generally use personal information to communicate with you, complete delivery of our products and services to you and to help us manage and enhance our products and services.

We may disclose your information to our third-party partners if it is necessary to meet the purpose for which your information was collected.

Email Newsletters and other notices

We may send emails throughout the enquiry process or related to the products and services you receive from us, as well as other newsletter emails you elect to receive. In addition, we may send out promotional material to you promoting products and services we think that may be relevant to you. It is our policy to immediately remove any person from any mailing list upon the person's request.

Access and removal of information

You have the right to seek access to personal information held about you and need to advise the Club through the Club's Privacy Officer/Secretary of any inaccuracy or changes. There are some exceptions to this as set out in the Privacy Act. If you make an access request, we will ask you to verify your identity and specify what information you require.

CCTV Cameras

The Club has invested in CCTV cameras for the purpose of protecting the belongings of members, visitors, employees and Club assets. Because CCTV captures images of people, which can be used, stored, manipulated and disseminated, those who operate the system will be aware of how to manage privacy issues in the use of CCTV. A separate document setting out the Club's Privacy Act Privacy Policy on the use of CCTV cameras has been developed using the Privacy Commissioners office paper titled "Privacy and CCTV" to specifically deal with and manage CCTV use in the Club.

Under principle 3 of the Privacy Act and covered in more detail in the Privacy & CCTV club document, the Club through signage, agrees to make all persons entering the Club grounds and buildings aware that CCTV may be operating.