### **BONDI ICEBERGS CLUB**



## **Bondi Icebergs Club Privacy Policy**

23 May 2018

#### 1 Introduction

The Bondi Icebergs Club (ACN 155 415 991) (**we**, **us** and **our**) understands that your privacy is important, and are committed to protecting your privacy. This policy sets out how we handle information about you.

## 2 Collection of personal information

We may collect personal information when you:

- purchase or renew one of our social or swimming memberships;
- participate in any event, activity or competition organised or run by us;
- use any of our facilities or services, including our pool and sauna;
- host your social or corporate event or function with us;
- visit our website; or
- contact us by any method, such as telephone, email, post, facsimile or in person,

or otherwise as notified to you from time to time.

The personal information you provide to us may vary depending on the nature of your interaction with us, but may for example include your name, date of birth, contact details and any communications you send to us. We may also collect your sensitive health information, including information about any medical conditions and/or allergies that you may have.

There may be occasions when we collect information about you from our service providers, such as recruitments agencies. In such instances, we will determine whether we would have been entitled to collect such information from you and to the extent we would not have been entitled to do so, we will destroy or de-identify such information as soon as reasonably practical.

We generally do not permit people to deal with us anonymously or using a pseudonym. If you do not provide us with your personal information, we may not be able to provide our services to you.

Unless you notify us otherwise, we will assume that you have consented to the collection of all information which is provided to us for use in accordance with this Privacy Policy.

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### **BONDI ICEBERGS CLUB**



#### 3 Our website

Our web servers may automatically collect information when you visit our website, including:

- your IP address;
- the date and time of your visit;
- the parts of our website you access during your visit;
- your actions on our website; and
- the browser you are using.

We may also collect information such as your social or corporate membership number where you renew your membership on our website. We do not store your credit card information.

In using our website, your personal information may be collected through the use of cookies. These are small text files placed on your mobile device or computer by our website which automatically collect information about you without you providing that information to us directly. Most browsers are set by default to accept cookies. However, if you do not wish to receive any cookies you may set your browser to either prompt you whether you wish to accept cookies on a particular site, or by default reject cookies.

Please note that rejecting cookies may mean that some or all of the functions on our website will not be available to you.

Our website contains links to other websites. When you access a website other than our website, we are not responsible for the privacy practices of that site. We recommend that you review the privacy policies of each website that you visit.

# 4 Using your personal information

We only use personal information for the purpose for which it was collected, for related purposes which we consider come within your personal expectations, or as permitted or required by law.

In particular, the personal information that we collect is generally used in the conduct of our business, or as notified to you at the time the information is collected.

We may contact you from time to time for marketing or promotional purposes, including to provide you with information in relation to the goods or services of third parties with whom we have an association, such as charities we support, or other occupants of the facilities from which we operate. If you would rather not receive any marketing or promotional material, you may opt out by notifying us using the contact details in section 9 below, or following the unsubscribe instructions on any marketing email you have received.

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### BONDI ICEBERGS CLUB



## Sharing your personal information

We may disclose your personal information to third party contractors that help us conduct our business. All of these third parties are currently located in Australia, if this changes in the future we will update this privacy policy. Where information is shared with these third parties, we will take all reasonable steps to ensure that they observe the confidential nature of such information and are prohibited from using any or all of this information beyond what is necessary to assist us.

We may market the goods or services of our partners as described above. We do not, however, sell, rent or trade personal information to third parties for marketing purposes.

We may also disclose your personal information as permitted or required by law.

#### 6 Accessing your personal information

You may contact us to request access to the information we hold about you, including for the purpose of correcting or updating that information. If you require access to your personal information, please contact our Secretary Manager as described in section 9 below.

#### 7 **Protecting your personal information**

We are committed to protecting your personal information. We take security measures to protect your personal information from misuse, interference or loss, and from unauthorised access, modification or disclosure. This includes the use of technologies and processes such as access control procedures, network firewalls and physical security to protect the privacy of your personal information.

#### 8 Change of policy

We may modify or amend this Privacy Policy from time to time. We will display a notice on our website (www.icebergs.com.au) for a reasonable period after any such revisions have been made. We will keep the current version of this Privacy Policy on that website.

#### 9 **Contact information**

If you have any queries or complaints with regards to our collection, use or management of your personal information, please contact our Secretary Manager:

E: manager@icebergs.com.au

T: (02) 9130 3120

If you make a complaint, we will endeavour to respond to it as soon as possible. If you are dissatisfied with our response, you may have the right to make a complaint to the Office of the Australian Information Commissioner by phoning 1300 363 992 or by email at enquiries@oaic.gov.au.

# icebergs.com.au



