



## PRIVACY POLICY

The Murray Downs Golf & Country Club is subject to the provisions of the *Privacy Act 1988*. The Privacy Act 1988 (Privacy Act) contains 13 (updated and effective as of 12<sup>th</sup> March 2014) Australian Privacy Principles (APPs), which regulate the handling of personal information. The Club has a commitment to privacy and the safeguarding of member, visitor and staff personal information.

Any personal information provided by you to the Club will be protected.

We collect personal information directly from you, and only to the extent necessary to deliver and ensure a Club product, service or for compliance. We may choose to collect personal information from you when you fill in an application form in hard copy format. Also when you register online or over the telephone. We will always attempt to collect personal information from you using lawful and fair means, and not in an unlawful manner. The type of personal information we may collect from you generally comprises name, address, gender, contact details (including phone, fax and e-mail). Your details will not be provided to overseas recipients unless required by law.

The Club does not usually disclose your personal information to any other organisation or person unless there is a legal requirement to do so. The Club may also disclose personal information to relevant authorities if it reasonably believes that there is a threat to an individual's life, health or safety, or public health or safety. If the Club has reason to suspect that unlawful activity has been, is being or may be engaged in, personal information may be used or disclosed as a necessary part of any investigation and reporting to relevant persons or authorities.

The Club may disclose your information to third parties that provide services under contract to the club. These contracts require the third party to keep your personal information confidential and secure.

In the interest of safety for our members, guests and visitors, The Club has installed a network of CCTV cameras. Relevant footage is provided to the Police upon specific requests and is subject to a procedure where the request is identified.

All complaints will be taken seriously and dealt with appropriately by the Club's privacy officer.

Your personal information may be used by the Club for marketing purposes to improve our services or if there is a need to contact you;

by Officers of the Club (as defined in the constitution)  
by elected representatives of golfing committees  
by senior administrative staff

You have a right to access any personal information that the Club may hold about you, including a right of correction of your information. The Club will generally not charge a fee for you to access your personal information. The Club will, upon your request, and subject to applicable privacy laws, provide you with access to your personal information held by us. However, we ask that you identify, as clearly as possible, the type/s of information requested. To access your information please contact the Club on [reception@mdclubs.com.au](mailto:reception@mdclubs.com.au).

