

RANGE ROVER CLUB OF AUSTRALIA VICTORIAN BRANCH (INC) PRIVACY POLICY

At The Range Rover Club Of Australia Victorian Branch (Inc.) we value your privacy and understand the importance of maintaining confidentiality. We adhere to the *Privacy Act 1988*, as amended by the *Privacy Amendment (Private Sector) Act 2000* and have a firm commitment to protecting your privacy. Our Privacy Policy outlines our information handling practices, covering issues such as:

- collection of your personal information
- use and disclosure of your personal information
- direct marketing
- our duty of confidentiality
- your consent
- quality of your personal information
- access to your personal information
- security of your personal information
- how to contact us

Collection of your personal information

Generally, we collect personal information directly from you, for example, when you deal with us in person, over the telephone, email or via our website. The nature of personal information collected and maintained by us generally comprises information such as your name, address, contact details (including telephone, fax and email) and place of work.

Use and disclosure of your personal information

Your personal information is collected for the purposes of establishing and maintaining our membership records and to comply with our legal obligations as required by our Constitution and to service our relationship with you. We may use your personal information to facilitate these purposes and for related purposes such as:

- internal administration
- membership purposes
- to assist us to identify and inform you of activities conducted by us that may be of interest to you.

We will use reasonable endeavors to prevent the disclosure of your personal information except to the extent:

- indicated at the time you supply information to us;
- expressly permitted under any agreement with you;
- required for performance by us of our activities for you;
- required under compulsion of law or provided in cooperation with any government authority; or
- where it is already publicly available or it is disclosed by us in a manner that does not readily permit identification of information relating to you.

We undertake not to sell, rent or trade your personal information to any individual or entity outside The Range Rover Club of Australia Victorian Branch (Inc.). Your personal information may be shared among the entities operated by The Range Rover Club Of Australia Victorian Branch (Inc.), unless you tell us otherwise.