



Mercury Bay Game Fishing Club (Inc.)
12 The Esplanade
Whitianga 3510

Phone: 07 8664121
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POLICY: PRIVACY

INTRODUCTION

Mercury Bay Game Fishing Club (Inc.) complies with the New Zealand Privacy Act 2020 (the **Act**) when dealing with personal information. Personal information is information about an identifiable individual. This policy sets out how the Club will collect, use, disclose and protect members personal information. This policy does not limit or exclude any member rights under the Act. If members wish to seek further information on the Act, see www.privacy.org.nz.

GUIDELINES

1. Changes to this policy

The Club may change this policy by uploading a revised policy onto the website. The change will apply from the date the revised policy is uploaded.
This policy was last updated on 5 August 2024.

2. Information collection

The Club collect personal information about members from:

1. The member, when personal information is provided to the Club, including via the website and any related service, through any registration or subscription process, through any contact with the Club (e.g. telephone call or email), or when members buy or use the Club's services and products.
2. Third parties where members have authorised this or the information is publicly available.
3. If possible, the Club will collect personal information from members directly.

3. Personal information usage

The Club will use members' personal information:

1. To verify a member's identity.
2. To provide services and products to members.
3. To market the Club's information, services and products to members, including contacting members electronically.
4. To facilitate the Club's internal and external administrative processes including financial and business operations and reporting requirements.
5. To bill members and to collect money that members owe the Club, including authorising and processing credit card transactions.
6. To respond to communications from members, including a complaint.
7. To record catch information and conduct analysis of the results.
8. To protect and/or enforce the Club's legal rights and interests, including defending any claim for any other purpose authorised by members or the Act.

4. Disclosing members personal information

The Club may disclose members' personal information to:

1. IGFA, NZSFC and other affiliated clubs for record purposes.
2. Any business that supports the Clubs services and products, including any person that hosts or maintains any underlying IT system or data centre that the Club uses to provide the website or other services and products.

3. Other third parties (for anonymised statistical information).
4. A person who can require us to supply members personal information (e.g. a regulatory authority).
5. Any other person authorised by the Act or another law (e.g. a law enforcement agency).
6. Any other person authorised by the member.

A business that supports the club services and products may be located outside New Zealand. This may mean members personal information is held and processed outside New Zealand.

The Club may transfer members' information in the case of a sale, merger, consolidation, liquidation, reorganisation or acquisition.

5. Protecting members personal information

The Club will take reasonable steps to keep members personal information safe from loss, unauthorised activity, or other misuse.

6. Accessing and correcting members' personal information

A member may access their own personal information and seek correction of it at any time by applying to the Club office in person or in writing.

If a member wants to exercise this right, email the Club at office@mbgfc.co.nz. A member's email to request any changes should provide evidence of who they are and set out the details of their request (e.g. the personal information, or the correction, that they are requesting).

7. Internet use

While the Club takes reasonable steps to maintain secure internet connections, if members provide the Club with personal information over the internet, the provision of that information is at their own risk.

If they follow a link on the Club website to another site, the owner of that site will have its own privacy policy relating to the members personal information. The Club suggests members review that site's privacy policy before providing personal information.

8. Contacting us

If a member has any questions about this privacy policy, the Club's privacy practices, or if they would like to request access to, or correction of their personal information, they can contact the Club at office@mbgfc.co.nz.

CONCLUSION

The Clubs privacy policy should provide assurance as to how the Club complies with the Act and handles members' personal information.

Signed _____ Date _____ Club President