

# Moore Park Golf & Parklands privacy policy

Moore Park Golf and Centennial Parklands Sport Centre ("Parklands") are managed by Clublinks Management Pty Ltd pursuant to agreements entered into with the Centennial Park and Moore Park Trust.

In this Policy 'we' and 'us' refers to Clublinks Management Pty Ltd as manager of Moore Park Golf and Parklands.

We have developed this Privacy Policy so that any data collected and stored by or on behalf of Moore Park Golf and Parklands is done so responsibly and in compliance with the Privacy Amendment (Private Sector) Act 2000 (Act).

Our commitment to this Privacy Policy ensures that individuals are made aware of when information about them is being collected, the purpose for which it is being collected, whether the information may be passed on to third parties and the rights of individuals to have some control over the way any information about them is handled. We collect information in order to promote the facilities of Moore Park Golf and Parklands and to improve their services.

This Privacy Policy has been developed to adhere to the National Privacy Principles outlined in the Act. For more information call the Privacy Hotline on 1300 363 992 (local call charge) or visit [www.privacy.gov.au](http://www.privacy.gov.au).

## 1. How and why we collect personal information

We only collect customer information that is needed, and we inform customers how we use it. We limit the collection of information about our customers to information which is required to provide our services, answer their queries, to provide better information, and to fulfil any legal and regulatory requirements. For example, our application forms require information that is needed to process your application.

### ***We may collect certain information from third parties***

We may also obtain information about prospective customers from our staff or other third parties to identify those persons whom we think will be interested in specific aspects of Moore Park Golf and Parklands. We use this information to offer these individuals further details of Moore Park Golf and Parklands' facilities and services.

### ***We may collect certain information when you browse our Internet site***

If you are only browsing the websites of Moore Park Golf and/or Parklands, we do not collect personal information - such as your name, address, phone number or E-mail address. However, technology allows us to identify your movements, providing us with constructive feedback about our site so that we can identify the most effective areas and improve the less popular ones. This is done via what is more commonly referred to as "cookies", which are files that track the Internet pages you have visited but which, by themselves, cannot be used to find out the identity of any user. The only personal information cookies contain, is information you provide yourself.

### ***We do not collect sensitive information***

We do not require or collect information about a person that is considered sensitive under the Act. Such information includes a person's political, social or religious beliefs or affiliations; race, ethnic origin or national origins; sexual preferences or practices; health or medical information; lifestyle, character or reputation.

## 2. How we use personal information

### ***Use of information for primary purpose***

We use personal information primarily for the purpose for which it was collected. Because most of our information is collected from you for a specific purpose, you will normally be aware of the purpose of the collection.

### ***Use of information for a secondary purpose – providing you with a better level of service.***

We may share information about you so that we can provide a better level of service to customers. For example, if you change address we may pass this information on to provide you with the best level of information and detail about Moore Park Golf and Parklands.

### ***We extend these privacy principles to our business relationships.***

In some cases, we contract with other companies to perform services for us, which may involve the use of your personal information. Examples of this include account administrators, debt collection services, sporting organisations and regulatory authorities. We provide these bodies only with such information about you as they need to perform their services. We expect the companies we select as our business partners to honour our privacy principles in the

handling of customer information. Also, they are legally obliged to use information about you only to perform the services we have contracted them to provide. In selecting business partners, Moore Park Golf and Parklands considers how these businesses support and administer strong and effective privacy guidelines and practices.

***Use of information provided via our web site.***

If you would like to register for information via our Internet site, we will need you to provide us with some personal information, including your E-mail address. We only collect information about you as required and also to satisfy any legal requirements.

If you are a registered user of aspects of Moore Park Golf and/or Parklands' website, we will use the online and offline information we have about you as well as information lawfully available from other organisations, to provide information and services as required in our normal course of business.

***You can control how your information is used***

If you have provided personal information for the purpose of receiving updates from Moore Park Golf and/or Parklands via email, you can decide at any time that you no longer wish to receive any such information. It will take approximately 2 to 3 weeks for your request to become effective.

If you wish to decline to receive future offers by email from Moore Park Golf and Parklands , including offers we make on behalf of our business partners, please send us an email with the subject line "opt out" or "unsubscribe" to [info@mpgolf.com.au](mailto:info@mpgolf.com.au).

### **3. How we ensure the quality and accuracy of personal information**

If you consent to our collecting, storing and using certain personal information, we will retain your personal information for a reasonable period of time.

***We provide methods for you to access and correct your information***

Part of our commitment to the quality and accuracy of any personal information we store, is reflected in the fact that you have the opportunity to access your personal information in order to verify that it is up to date.

You can contact us at any time if you would like details of any personal information we may hold about you or if you would like us to correct it. Depending on the nature of your request, we may ask you to complete a personal data access form, and to provide adequate proof of identification.

***Our right to refuse access or correction***

We reserve our right to refuse your request for access or correction if, for example, we consider your request to be frivolous or vexatious, or if we are legally entitled to do so. If we refuse your request, we will give you our reasons. If we refuse your request to correct information we hold about you, we will give you the opportunity to post a statement of your claim where we hold your personal information.

### **4. How we protect the information collected**

***We use information security safeguards.***

Access to customer data is limited to those employees and contractors who specifically need it to carry out their business responsibilities..

### **5. We may make changes to our Privacy Policy**

We reserve the right to revise this Policy at any time. Those people who provide their personal details to us are deemed to acknowledge and be bound by this Policy and any changes made to it. This in no way affects the protection afforded to you by the relevant laws according to which this Policy was developed.

### **6. Contact**

If you have any other questions about this Privacy Policy, please contact us at [info@mpgolf.com.au](mailto:info@mpgolf.com.au).