

# Royal Yacht Club of Victoria

## Privacy Policy

The Royal Yacht Club of Victoria is bound to comply with the Information Privacy Principles contained in the Victorian Information Privacy Act 2000 ("Privacy Act") from 1 September 2002.

The Club collects personal information about its members, customers and users of our facilities.

Where practicable and where required by the Privacy Act, individuals will be notified of the purpose for which the information is being collected at or before the time of collection. The type of information collected is specific to the services that the Club provides and includes the contact details of members, customers and users of our facilities. The Club uses personal information collected for the purpose of providing entertainment and related services, promoting such services and market research. The Club has a policy of not disclosing any personal information to third parties without the consent of the person concerned or unless otherwise permitted under the Privacy Act.

We know that your privacy is important to you, so that means your privacy is important to us as well. We only ask for personal information that we need.

If required, we will tell you what information we have recorded about you.

If you want any personal information changed or deleted, please do not hesitate to ask.

### **Who we are**

This policy applies to the Royal Yacht Club of Victoria . Our postal address is PO Box 51 Williamstown, Victoria 3016. You can reach us via e-mail at [rycv@asn.au](mailto:rycv@asn.au) or by telephone at (+613) 9397 1277.

### **What we know about you**

When you visit our Web site, our Web server automatically records some general information about your visit, but does not recognise or record any individual information about you.

### **Your e-mail address**

We do not know your e-mail address unless you give it to us. We will only record your e-mail address if you send us a message. We will use it only for the purpose for which you have provided it. We will not disclose it without your consent.

If you have given us your e-mail address, but do not want to receive e-mail from us in the future, please let us know by sending us e-mail at the above address.

### **How we use this information**

We use this information to improve the content of our Web site and analyse what pages people visit, and (if you subscribe to our e-mail newsletters) to keep in touch with you about updates to our Web site. If you use our services, we also use your information to customise the content of our Web site for you.

If you supply us with your e-mail address or postal address when requesting a service, we might send you information on new products and services or upcoming events. If you do not wish to receive

such mailings, please let us know by sending us e-mail at the above address or writing to us at the above address.

If you supply your telephone number when ordering a product or service, we will only use it with respect to that order.

**Who has access to your information?**

We use this information internally and share it with other people or organisations who need to know it as part of working with us in our normal business activities.

We do not share your personal information with others except under these conditions, and we do not disclose or sell your personal information for use in mailing lists or databases.

**Future Variations**

From time to time, we may use your information for new, unanticipated uses not previously disclosed in our privacy notice. If our information practices change at some time in the future we will reissue our Privacy statement accessible via our web site and at our premises. We will also provide you with the ability to opt out of these new uses. If you are concerned about how your information is used, you should check back at our Web site periodically.

**Corrections**

Upon request, we'll tell you what information we have recorded about you. If any of this information is incorrect, or you want us to remove all information about you, please send us e-mail at the above address.

If you would like more information about the Royal Yacht Club of Victoria and its' Privacy Policy please contact [manager@racv.asn.au](mailto:manager@racv.asn.au)

