



Privacy Policy

Background

The Grange Golf Club appreciates the importance of protecting your personal information and recognise the trust placed in us when you supply your personal information to us. We are bound by the National Privacy Principles ('the NPPs') under the Privacy Act 1988 (Cth) ('Privacy Act') in the way we handle personal information. To comply with the NPPs and in recognition of your trust in us, we have implemented a Privacy Policy. This Policy explains how we handle personal information relating to individuals, whether or not they are members. Nothing in this policy limits any of our other obligations at law.

Scope

The Grange Golf Club Incorporated is committed to protecting the privacy and security of personal information obtained from individuals. This deals with the collection, use and disclosure of personal information as well as access to personal information and security issues.

Definitions

The expression 'personal information' is used in this policy to refer to information or an opinion about an individual whose identity is apparent, or can reasonably be ascertained, from the information or opinion.

Collection of personal information

The type of personal information that The Grange Golf Club collects about you depends on the transactions you undertake with the Club. For example we will collect personal information from you if you:

- join The Grange Golf Club as a member
- register on our waiting list to become a member in the future
- register for a function or event to be held at The Grange Golf Club
- subscribe to our newsletter or other marketing materials produced
- register for the website

Generally speaking, the purpose of collection and the minimum information you need to provide, will be conveyed to you at the time of collection.

If you choose not to provide the personal information requested, The Grange Golf Club may not be able to provide you with the products/services you require.

Use and disclosure of personal information

Your personal information may be used in order to:

- provide the products and services you have requested
- administer and manage Club affairs, including charging, billing and collecting debts
- distribute information by Committee nominees at the nominees expense
- research and develop The Grange Golf Club's service offerings
- gain an understanding of your information and communication needs in order for The Grange Golf Club to provide you with a better service
- provide information to ensure compliance with The Grange Golf Club Constitution (in the case of members)
- provide you with access to and information about a range of current and future service offerings



When we disclose your personal information

For the purposes set out above, The Grange Golf Club may disclose your personal information to third party organisations. The organisations to which The Grange Golf Club discloses information may include:

- external service providers to whom The Grange Golf Club has contracted out functions, such as the Club Professional, printers, mailing houses, website developers, but only for the purpose of providing the service The Grange Golf Club has contracted out
- Government and regulatory authorities and other organisations, as required or authorised by law
- The Grange Golf Club's professional advisers
- other Golf bodies such as the Australian Golf Union, South Australian Golf Association, Women's Golf South Australia

You may at any time opt out of certain service offerings. For more information contact the administration office.

Data quality

The Grange Golf Club takes all reasonable precautions to ensure that your personal information is accurate, complete and up-to-date. However, the accuracy of that information depends to a large extent on the information you provide.

We recommend that you:

- let us know if there are any errors in your personal information
- keep us up-to-date with changes to your information

Data security

The Grange Golf Club will take reasonable steps to ensure that your personal information is protected from misuse, loss and from unauthorised access, modification or disclosure.

The Grange Golf Club personnel are trained to treat member and other customer information with the utmost confidentiality.

You can access your personal information

You have a right to access any personal information that The Grange Golf Club may hold about you, including the right to correct this personal information. The Grange Golf Club will not charge a fee for you to access your personal information.

You will be able to access your personal information by contacting The Grange Golf Club Administration Office or writing to the General Manager.

Contact us

Administration Office: 8355 7100

Write to:

General Manager
The Grange Golf Club
PO Box 22 Findon SA 5022