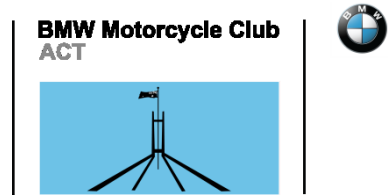


Policy number: 01

Title: Privacy Policy



Purpose

1. The BMW Motorcycle Club ACT Incorporated (BMWCCACT, the Club) collects personal information from members and contacts. The type of information collected includes:
 - 1.1. Your Name(s)
 - 1.2. Contact information:
 - 1.2.1. Physical address,
 - 1.2.2. Email address,
 - 1.2.3. Telephone numbers.
2. Specific information used in a generic format for ride and event planning. Examples include:
 - 2.1. Sex
 - 2.2. Brand, model or type of motorcycle,
 - 2.3. Ride types, locations and preferences.
3. You consent to the Club collecting, retaining and using this information by joining the club (financial member) or registering for an event (contact).

Access to, Correction of and Storage of Personal Information

4. Member and contact information is collected electronically via the Club website www.bmwccact.org.au and hosted by separate the entities:
 - 4.1. Wild Apricot www.wildapricot.com, membership database, and
 - 4.2. Go Hosting www.gohosting.com.au, email and cloud storage,
 - 4.3. Who have their own Privacy Policies.
5. Member and contact information can be collected by other means, for example paper based record at a specific event or single purpose. The Club does not keep this information after the event or purpose.
6. A member can access their member profile and information by logging on to www.bmwccact.org.au using their email and password information at anytime.
7. A contact can access their information by logging on to the Club website www.bmwccact.org.au and event they have registered for. Online access to this information is only available for the duration of that particular event.
8. Member and contact information is made available to Committee members, Club website administrators and designated event organisers in a form and to the extent and for the duration required.
9. The Club does not provide member or contact personal information externally:

- 9.1. Unless there is a legal requirement to do so
- 9.2. Without the members consent, and
- 9.3. Having notified the member or contact by email that that the information has been provided or requested as applicable.

Complaints

10. A member or contact can request a copy of his or her personal information from the Club by emailing the Membership Secretary at membership@bmwmccact.org.au. The requested information will be provided as a Adobe PDF document or other available format.
11. A member or contact wanting to make a complaint about the collection of personal information can email the President at president@bmwmccact.org.au and must provide a real name and contact details. Anonymous, alias and unverifiable contact emails will not be responded to.

Definitions

BMWMCCTACT	BMW Motorcycle Club ACT Incorporated or the Club
Member	A financial member of the Club.
Contact	A non-financial member of the Club who has registered for a Club Event
Event	A Club activity (ride, social or for information) and listed on the Club website www.bmwmccact.org.au
Direct personal Information	Personal information provided directly by the member or contact to the Club.
Indirect personal information	Personal information requested by the Club from an external source following an event (eg: National Motorrad Rally) or via a BMW Motorrad Dealer (eg: in the case of complementary membership). These examples are not exclusive.
Committee	A Club member elected to the BMWMCCTACT Committee
Website Administrator	A Club member who has 'administrator' access to the www.bmwmccact.org.au . The Club has five (5) administrators: <ul style="list-style-type: none"> • President • Secretary • Membership Secretary • Treasurer • Webmaster