

PERSONAL INFORMATION COLLECTION NOTICE

For ClubSAFE Resource Order Form

Our identity and contact details

The Registered Clubs Association of New South Wales t/as ClubsNSW (ABN 61 724 302 100) (**ClubsNSW, we, us, our**) will collect, store and use the personal information you have provided to us pursuant to the terms of this Personal Information Collection Notice and our [Privacy Policy](#).

If you have any queries, concerns or other questions regarding our collection of your personal information, you can contact the ClubsNSW Privacy Officer at: privacy@clubsnsw.com.au or Level 8, 51 Druitt Street, Sydney NSW 2000, Attention: Privacy Officer.

Circumstances of collection and use of your personal information

The primary purpose for which we are collecting your personal information is to:

- provide you with the ClubSAFE resources you request;
- maintain a record of ClubSAFE resources provided to you;
- obtain feedback from you in relation to the ClubSAFE resources we provide you; and
- provide you with information (including via email and SMS) about new ClubSAFE resources available.

We may also use your personal information for related secondary purposes including:

- as required or permitted by any law (including the *Privacy Act 1988* (Cth) (the **Privacy Act**); and
- for any other purpose stated in our [Privacy Policy](#).

Any personal information we collect is stored in Australia.

What personal information we collect

ClubsNSW will collect the following personal information from you:

- first name;
- last name;
- mailing address;
- phone number;
- club name;
- job title;

- email address; and
- any other information you choose to share.

Consequences if personal information is not collected

Providing us with the requested personal information is not required by law. However, if you do not provide us with the personal information we ask for, or the information provided is incorrect or incomplete, we will not be able to send you the requested ClubSAFE resources.

Disclosures of your personal information to third parties

We may disclose your personal information to the following organisations for the purposes described above (as well as otherwise permitted or required under Australian law):

- our related entities;
- our employees, contractors and external service providers (and those of our related entities);
- as required or permitted by any law (including the Privacy Act); and
- any other organisation as covered in our [Privacy Policy](#).

Disclosures of your personal information to overseas recipients

It is unlikely that we will disclose your personal information to any recipients that are based overseas, however to the extent that we do (for example third party cloud storage providers and other service providers), we have taken reasonable steps to ensure that any overseas recipient of your personal information complies with the Australian Privacy Principles made under the Privacy Act.

ClubsNSW Privacy Policy

Please see the ClubsNSW [Privacy Policy](#) for further details regarding:

- how you may access or correct any of your personal information collected by ClubsNSW; and
- how you may lodge a complaint with ClubsNSW about how we handle your personal information, and how ClubsNSW will action such complaint.