

CMCCV Privacy Policy

This Privacy Policy explains how **The Classic Motorcycle Club of Victoria Inc** (“the Club”) collects, uses, stores and discloses your personal information.

The personal information you provide will be used only by the club and only for the purposes of managing your membership and responding to your enquiries. The Club may also disclose your information if required to do so by law, or if you request it to do so.

The Club will only keep a record of your information for backup or administrative purposes. You have a right to request access to information which the Club holds about you, and to ask the Club to correct it if you believe it is inaccurate or out of date. Please contact the Club if you would like to discuss your privacy rights.

The Club recognises the trust you are placing in us through your dealings with us. We do everything we can to maintain that trust. We are committed to the protection of your personal information.

The Club's policies are fully compliant with the privacy provisions contained within the Victorian Incorporations Act 2012 and its associated Regulations and to the extent required are also compliant with the Commonwealth Privacy Act 1988, the Victorian Information Privacy Act 2000 and the 2018 European Union privacy regulations (GDPR) and are intended to protect your privacy as we collect, use, disclose and retain information we may gather about you.

What information we collect and why

On joining the Club, and for certain events and rides, you will be asked for personal information, such as name, postal address, telephone and mobile phone numbers, email address, motorcycle details, and other information as required. If you do not wish to provide the information which we request, we may not be able to provide the level of service expected by you as a member.

We ask only for information we require for the operation of the club. Information provided will be used for one or more of the following purposes:

- To identify the member
- To enable the club to contact the members, either by mail, telephone, mobile phone, email, or by other means, to transmit or request club information.
- To enable compliance with the clubs obligations under the VicRoads Club Permit System (“CPS”).
- In case of emergency to contact a third party nominated by the member.

The Club will not provide members' information other than specified in the clubs constitution, to anyone else without the members' expresses permission, unless required under any Commonwealth or Victorian law or regulation.

The people/organisations to which we may disclose your personal information include:

- Committee members of the Classic Motorcycle Club of Victoria,
- Our membership database manager
- Our CPS officer
- Our paper and electronic newsletter editor and/or publisher.

When you visit our website, our Internet Service Provider (ISP) may automatically record the following information about you for statistical purposes:

- your server address
- the website you visited immediately prior to ours
- your domain name
- the date and time of your visit to our website
- the pages you accessed and the information or documents you downloaded
- the type of browser you used.

How your information is stored

All your personal details and information are stored securely. Any personal information which we receive directly is only accessible by those shown above and ONLY for the purposes outlined above and is either:

- destroyed by us or returned to you if no longer needed, or
- stored securely in either paper or electronic form.

How you can update, correct, or delete your personal information

If you would like to know what personal information we hold about you, or update, correct or delete the personal information we hold about you please contact the clubs Membership Secretary.

Disclosing your information

We understand how important it is to keep your information personal, so when you share your information with us, you are sharing it only with us. We can only disclose personal information we have about you in certain circumstances, e.g.:

- you agree to the disclosure
- we use it for the purposes we collected it (e.g. to manage your membership or investigate a complaint), or
- disclosure is required or permitted by law.

Disposal and Destruction of your Personal Information

We will keep a summary of your personal information for historical purposes. However if you advise us that you no longer want us to hold your personal information summary, we will take reasonable steps to destroy or permanently de-identify that information.

Changes to our Privacy Policy

This information relates to our current privacy policy. We may vary our privacy policy from time to time. A notice of changes will appear in the Club magazine, Sprocket and on the clubs web site.

If something goes wrong

Please contact us if you believe:

- someone has gained access to your personal information by mistake
- we have breached our privacy obligations or your privacy rights in any way, or
- you would like to discuss any issues about our privacy policy.

Contact Us

The Club's Membership Secretary may be contacted by mail or email;

Classic Motorcycle Club Inc,
PO Box 533
Elsternwick, Vic 3185
Attention Membership Secretary

Email: memsec@cmccv.org.au

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