

Privacy Policy

The Victor Harbor Golf Club recognises the importance of your privacy and understands your concerns about the security of your personal information. We are committed to protecting the personal information that we hold about you. This describes generally how we manage your personal information and safeguard your privacy in accordance with the Australian Privacy Principles.

Collecting personal information about you

As a club your personal information must be held in our membership database and is information collected directly from you. For example, we may collect personal information about you when you deal with us over the telephone, when you make a reservation or through other correspondence (whether by letter, fax or e-mail), when you visit our web site or when you have contacted with us in person.

Generally, the type of personal information we collect about you is the information included in documents such as an application form (e.g. your name, mailing address, telephone number/s and e-mail address). In some circumstances, we may also collect sensitive information about you such as information about your health (including any disability).

Our disclosure statement

The Victor Harbor Golf Club collects personal information from you for the following purposes:

- provide our services to you and attend to your specific needs or requests
- fulfil administration functions such billing and agreements that are reached between us
- confirm and process your method of payment.
- provide you with information about our business and to undertake other marketing activities.

If you do not provide the information requested, we might not be able to provide you with the service requested. If you are our member or customer, we may disclose your personal information to third party service providers, who assist us in providing services to you.

Using and disclosing your personal information

We will use and disclose personal information for the primary purpose for which it was collected. We may also use or disclose personal information for purposes related or ancillary to the main reasons we collect it, such as invoicing, provision of information concerning the services offered by us.

Access to your personal information

You have access to the information we hold about you and can edit this information by either writing to us, send an email or call in our administration office to make any change.

Accuracy, completeness and up-to-date information

We take reasonable steps to ensure that your personal information is accurate, complete, and up-to-date whenever we collect or use it.

If you find that the personal information we hold about you is inaccurate, incomplete or out-of-date, please contact us immediately and we will take reasonable steps to either correct this information, or if necessary, discuss alternative action with you.

Security

We take reasonable steps to safeguard your personal information that we hold from loss, misuse, unauthorised access, modification or disclosure. We use a variety physical and electronic security measures including restricted access by Club staff, firewalls and secure databases.

How to contact us

If you wish to gain access to your personal information or make a complaint about a breach of your privacy or if you have any query on how your personal information is collected or used or any other query relating to the Victor Harbor Golf Club Privacy Policy, please contact our Administration Office or our General Manager during business hours.

Changes to our Privacy Policy

From time to time it may be necessary for us to review and revise our Privacy Policy. We reserve the right to make changes at any time and we may notify you of those by posting an updated version on our website www.vhgolf.com.au