

Privacy Policy

The **Maryborough Midlands Historical Society Inc.** is committed to providing quality services to you and this policy outlines our ongoing obligations to you in respect of how we manage your Personal Information.

We have adopted the Australian Privacy Principles (APPs) contained in the Privacy Act 1988 (Cth) (the Privacy Act). The NPPs govern the way in which we collect, use, disclose, store, secure and dispose of your Personal Information.

A copy of the Australian Privacy Principles may be obtained from the website of The Office of the Australian Information Commissioner at www.aaic.gov.au

What is Personal Information and why do we collect it?

Personal Information is information or an opinion that identifies an individual. Examples of Personal Information we may collect include names, addresses, email addresses, and phone numbers.

This Personal Information may be obtained in several ways, including **by telephone, by email, by purchases via our website www.mmhs.net.au, and from website cookies**. We don't guarantee website links or policy of authorised third parties.

We collect your Personal Information for the primary purpose of providing our services to you, for example, sending purchased products to an address provided by you and notifying you by your nominated email address that products have been dispatched. We also collect your Personal Information in association with society memberships.

The information collected by website cookies is used solely to monitor the number of visits to the website. The **Maryborough Midlands Historical Society Inc.** has no interest in the data for any other purpose.

Sensitive Information

Sensitive information is defined in the Privacy Act to include information or opinion about such things as an individual's racial or ethnic origin, political opinions, membership of a political association, religious or philosophical beliefs, membership of a trade union or other professional body, criminal record or health information.

The **Maryborough Midlands Historical Society Inc.** does not collect sensitive information.

Security of Personal Information

Your Personal Information is stored in a manner that reasonably protects it from misuse and loss and from unauthorised access, modification, or disclosure.

When your Personal Information is no longer needed for the purpose for which it was obtained, we will take reasonable steps to destroy or permanently de-identify your Personal Information.

Access to your Personal Information

You may access the Personal Information we hold about you and to update and/or correct it, subject to certain exceptions. If you wish to access your Personal Information, please contact us in writing.

Maryborough Midlands Historical Society Inc. will not charge any fee for your access request or for providing a copy of your Personal Information. To protect your Personal Information, we may require identification from you before releasing the requested information.

Maintaining the Quality of your Personal Information

It is an important to us that your Personal Information is up to date. We will take reasonable steps to make sure that your Personal Information is accurate, complete, and up to date. If you find that the information we have is not up to date or is inaccurate, please advise us as soon as practicable so we can update our records and ensure we can continue to provide quality services to you.

Policy Updates

This Policy may change from time to time and is available on our website.

Privacy Policy Complaints and Enquiries

If you have any queries or complaints about our Privacy Policy, please contact us at:

3 Palmerston Street, Maryborough, Vic. 3465, Australia

mmhs@outlook.com.au

[\(03\) 5461 2518](tel:(03)54612518)

P.O. Box [265](#), Maryborough, Vic. [3465](#), Australia