

TLTA Privacy Policy

Last Revised 2017-10-05

Introduction

This policy describes how the Tasmanian Laser Tag Association (TLTA) manages any personal information you choose to share with them. The privacy of your personal information is considered a top priority for the association. We seek to adhere as closely as possible to the *Privacy Act 1988 (Cth)* in all our dealings with your information.

What kinds of personal information do we collect?

The following kinds of information may be collected by the TLTA periodically:

- Your contact details, including email addresses, phone numbers, and postal or residential addresses.
- Information on your current membership status within the TLTA
- Invoicing and payment details for your dealings with the TLTA
- Data on your activities on our website or social media pages, including Facebook.

How do we collect your personal information?

We will only collect your personal information where it is necessary to conduct TLTA affairs and in order for you to participate in TLTA activities. This includes when:

- You participate in a TLTA-administered competition
- You participate in the Australasian Laser Tag Titles
- You apply for membership with the TLTA
- You sign up to our Facebook page or mailing lists.
- You email us directly at a TLTA email address.

How do we hold your personal data?

TLTA is a player-run association. As such, your data is stored in more than one format and location. These include:

- Physical records, such as receipting or membership applications
- Records in cloud services, such as Facebook or on our web hosting.

TLTA take all possible steps to ensure that all your data is handled in a secure manner and that only authorised officers of the TLTA have access to this data except where you are explicitly notified that your data may be shared.

How do we use your personal data?

The TLTA uses your personal data for any number of the following activities. The TLTA does not share your personal information with any 3rd parties without notifying you, **with the exception of Zone 3 Hobart** or police and related authorities.

We will share your name and likeness with Zone 3 Hobart in the occasion that you break the rules of our Code of Conduct and/or the site rules of Zone 3 Hobart.

We may disclose your personal information if it becomes necessary as part of a criminal investigation or the handling of a serious emergency.

Normal activities where the TLTA may use your personal data include:

- Organising laser tag competitions
- Notifying you of special offers or deals on games or social events run by the TLTA
- Managing our membership lists

How can you access your personal information?

You have the right to access any personal information held by the TLTA, and also to request its correction if the information is out of date or incorrect.

You do not need to provide a reason if you wish to access your personal information.

We will attempt to respond to any request for personal information in a reasonable amount of time.

In some cases, it may not be possible to provide your information in a timely manner. If this is the case, you will be notified accordingly.

To contact the TLTA about your personal information, enquire at the Secretary's office via email.

TLTA Secretary

Email: secretary@tlta.org.au