

# PolArt Adelaide 2025 Privacy Policy

Version 1 dated October 2024



PolArt Adelaide 2025 (“**PolArt Adelaide**”) is committed to providing a safe and enjoyable experience to all participants and attendees of the PolArt Festival in Adelaide 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 (“**the Privacy Act**”). The APPs 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 Federal Privacy Commissioner at [www.privacy.gov.au](http://www.privacy.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 collect include names, dates of birth, addresses, email addresses, and phone numbers.

This Personal Information is obtained in many ways including but not limited to:

- PolArt Adelaide Expressions of Interest;
- PolArt Adelaide registrations;
- Signing up to our newsletter;
- Email or phone correspondence;
- Attendance at a PolArt Adelaide event;
- PolArt Adelaide fundraising; and
- from third parties, including but not limited to PolArt Inc and the Polish Community Council of Australia (also known as Rada Naczelna).

We do not guarantee website links or policies of authorised third parties.

We collect your Personal Information for the primary purpose of providing our services to participants and attendees and marketing. We may also use your Personal Information for secondary purposes closely related to the primary purpose, in circumstances where you would reasonably expect such use or disclosure. You may unsubscribe from our mailing/marketing lists at any time by contacting us in writing or selecting the unsubscribe option.

When we collect Personal Information we will, where appropriate and where possible, explain to you why we are collecting the information and how we plan to use it.

## 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, sexual orientation, 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.

Sensitive information will be used by us only:

- For the primary purpose for which it was obtained;
- for a secondary purpose that is directly related to the primary purpose;
- with your consent; or
- where required or authorised by law.

## Third Parties

Where reasonable and practicable to do so, we will collect your Personal Information only from you. However, in some circumstances we may be provided with information by third parties such as PolArt Inc, the Polish Community Council of Australia or other incorporated associations, such as folkloric groups. In such a case, we will take reasonable steps to ensure that you are made aware of the information provided to us by the third party.

## Disclosure of Personal Information

Your Personal Information may be disclosed in a number of circumstances including but not limited to the following:

- Third parties where you consent to the use or disclosure; and
- Where required or authorised by law.

## 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. However, most of the Personal Information is or will be stored in a secure database which will be kept by us until the deregistration of PolArt Adelaide, which is anticipated to occur in 2026.

## 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.

PolArt Adelaide will not charge any fee for your access request.

In order 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 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.

## Complaints

A complaint about information privacy is an expression of dissatisfaction with PolArt Adelaide's procedures, officers, volunteers, agents or quality of service associated with the collection or handling of personal information. PolArt Adelaide will be efficient and fair when investigating and responding to information privacy complaints.

## Privacy Policy Enquiries

If you have any queries or complaints about our Privacy Policy please contact us via our website contact form at [www.pol.art](http://www.pol.art).