

# CONTEMPORARY ART AWARDS



## Privacy policy

This is the Privacy Policy of Contemporary Art Awards ABN 55 760 918 301 (collectively referred to as "Contemporary Art Awards", "we", "our" or "us").

Contemporary Art Awards takes your privacy seriously. This Privacy Policy explains how the Personal Information you provide to us is used by Contemporary Art Awards. We follow strict guidelines on the use and disclosure of your personal information. Contemporary Art Awards is now subject to the Privacy Act 1988 and, in particular, the National Privacy Principles in the Privacy Act. If we change our privacy policy we will update this Privacy Policy.

This Privacy Policy will apply to any Personal Information you provide to us in connection with any agreement or arrangement we enter into with you and any other interaction we might have with you including via the website.

### **What Personal Information do we collect?**

We only collect information about you such as your name, address, e-mail address, and contact details with your prior knowledge. We will take reasonable steps to ensure your Personal Information held by us is accurate, complete, and up-to-date.

### **Can you choose not to provide your Personal Information?**

You have full control over the Personal Information you provide to us. It is entirely your choice whether you provide this information to us and at any time you can choose not to provide any of your personal details. However, please keep in mind that if you decide not to disclose your details you may not be able to take advantage of our services that we provide. Where entering into a transaction with us, some of this information will be essential for us to identify you correctly and for this reason it is mandatory to provide us with it if you wish to transact with us.

### **Access and Correction**

In accordance with the National Privacy Principles you have certain rights to gain access to the information which we hold about you and to seek correction of it. If at any time you would like to gain access to your Personal Information as permitted under the National Privacy Principles, or you would like to have some information which we hold about you corrected then please contact us.

### **How will we use and disclose your Personal Information?**

#### **CONTEMPORARY ART AWARDS**

**ABN:** 55 760 918 301

**PHONE:** 0447 575 659

**EMAIL:** [contemporaryartawards@gmail.com](mailto:contemporaryartawards@gmail.com)

CREATED: NOVEMBER 2015

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We use your Personal Information to provide services to you as requested, to perform all necessary administrative functions in connection with the provision of those services, to maintain a record of our dealings with you, to contact you if need be, or to fulfil any other purpose which you have consented to. Information provided via our Web Site will be used to personalise your visit to our Web Site, to customise our service to your needs, to respond to your requests and to communicate with you.

## **Cookies**

When you log onto our Web Site we will log the date and time when you entered the site. We use this type of information to track the patterns of visitors using our site and to examine Internet trends and demographics. This may include identifying which areas on our Web Site are popular and which areas are not popular. We collect this information through the use of "cookies".

Cookies contain information about your preferences. Cookies are alphanumeric identifiers that your web browser transmits to your hard drive to enable our system to recognise your browser. This means that we are able to know information about you when you next visit our site, such as your country of residence.

Cookies do not reveal your personal identity, but if you don't want cookies the help option of your browser's tool bar will tell you how to prevent cookies or disable cookies entirely. You can still use this Web Site even if you choose to disable cookies, but we recommend you leave the cookies on to take advantage of Contemporary Art Awards services.

## **How secure is the information you give to us on our Web Site?**

Contemporary Art Awards uses only the most secure technology when handling your Personal Information on our Web Site. Where appropriate, we use Secure Sockets Layer (SSL) software which encrypts your information and creates a unique identification package for each interaction which is then destroyed at the end of each interaction. Where applicable, we also follow the strictest security procedures for the storage of information in compliance with the Privacy Act.

## **Email newsletters**

Contemporary Art Awards uses its email newsletters to notify subscribers of updates, events or opportunities. Individuals must register as subscribers for this service and your details will only be known to Contemporary Art Awards staff and will be disclosed to a third party only in circumstances in which such disclosure is legally authorised, such as in the investigation of a criminal offence and in compliance with a search warrant or subpoena.

## **Accountability**

Staff who operate Contemporary Art Awards websites are subject to the Queensland Privacy and Personal Information Protection Act 1988 as well as the National Privacy Principles in the Privacy Act.

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## Queries and complaints

For any queries or further information, or if you wish to make a complaint about the way we have collected, used, held or disclosed your information, then please contact us. We will endeavour to respond to your query or complaint as quickly as possible.

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