

Adelaide *fringe* Inc.

PRIVACY POLICY
(ARTISTS AND PUBLIC)

Endorsed:	February 2002
Reviewed:	December 2007

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STATEMENT OF COMMITMENT

Adelaide Fringe Inc. ("the Adelaide Fringe") seeks to treat its public and artists with all respect due to private individuals.

In order to be of effective service to you, the Adelaide Fringe may need to collect certain personal information from you.

The Adelaide Fringe has a commitment to the security of your information and will only use this information for the purpose for which you provided it, or for any purpose to which you have additionally consented. The Adelaide Fringe will not disclose or use your information for any other purpose other than the intended purpose.

The Adelaide Fringe is committed to protecting an individual's right to privacy and to full compliance with its obligations under the Privacy Act 1988 (Cth) as amended by the Privacy Amendment (Private Sector) Act 2000 (Cth) ("the Act"). In particular, the Adelaide Fringe will comply with the National Privacy Principles contained in the Act, which may be found on the website of the Office of the National Privacy Commissioner <http://www.privacy.gov.au/publications/npps01.html>. The Adelaide Fringe's Privacy Policy explains some of these Principles and how they may apply to you.

In accordance with new Australian privacy laws (effective December 2001), and to help you understand your rights and the way the Adelaide Fringe will use your personal details, the following information is offered.

HOW WE GATHER PERSONAL INFORMATION

- Artist registration
- Telephone ticket and merchandise sales
- Internet ticket and merchandise sales

- Registration for the Adelaide Fringe email list
- Other voluntary provision of contact details to allow us to telephone, fax, mail or email you about Adelaide Fringe business and activities.

WHAT SORT OF INFORMATION WE MAY GATHER

The types of information that the Adelaide Fringe will collect includes:

- Name and/or company name
- Address
- Email address
- Telephone and fax numbers
- Your job title
- Your age group
- Previous Adelaide Fringe and arts experiences
- Artform preferences
- ABN (only from Adelaide Fringe registered artists)
- Bank account details (only from Adelaide Fringe registered artists presenting a ticketed event)

NON-PERSONAL INFORMATION WHICH MAY BE GATHERED VIA OUR WEBSITE

You can visit the Adelaide Fringe's corporate website and browse without the need to disclose any personal information.

The Adelaide Fringe website www.adelaidefringe.com.au gathers information about the way visitors use the site (such as which pages are visited) to help the Adelaide Fringe make improvements to its services. Your visit to the website is recorded as that of an anonymous individual.

HOW WE MAY USE YOUR PERSONAL INFORMATION

Ticket and merchandise purchasers:

- To contact you about your tickets or information about the show/s you have booked e.g. to let you know if a performance is cancelled.
- For personal identification when you collect tickets or need lost tickets replaced.
- To complete financial transactions e.g. with credit card companies. All FringeTIX and FringeSHOP internet credit card transactions are conducted over a secure, encrypted connection.

- To compile data on the preferences of attendees of Adelaide Fringe events to improve future services and programming.

Registered Adelaide Fringe artists:

- To contact you about bookings and other matters relevant to your Adelaide Fringe event.
- To make financial transactions related to your Adelaide Fringe event, registration of the event or events and FringeTIX bookings.
- To allow the public and accredited members of the media to contact you about your event, if you have consented to this.
- Where applicable to provide contact information about events to third parties such as APRA and the Department of Immigration, who may contact you directly.

General:

- To provide you with further Adelaide Fringe information which may be of interest, if you have voluntarily provided your contact details for this purpose e.g. by registering on the Adelaide Fringe email mailing list.
- For the Adelaide Fringe and/or associated companies or organisations (including but not limited to Fringe sponsors) to contact you about products and services that may be of interest.
- To contact you in response to your specific Adelaide Fringe inquiries.
- If disclosure of your personal information is required by law.
- For any other reasonable business purpose which will enable the Adelaide Fringe to better service your needs or to protect the Adelaide Fringe and associated individuals from harm.

YOU MAY ACCESS YOUR PERSONAL DATA

You have free access to your own personal data collected by the Adelaide Fringe. Apply in writing to:

Attn: Privacy Officer – Adelaide Fringe Inc.
Post: PO Box 3242 Rundle Mall, Adelaide SA 5000
Email: buzz@adelaidefringe.com.au
Fax: (+ 61) 08 8100 2000

It is your right to check the details and advise us of any changes necessary if the data is not accurate.

Please use your own discretion when posting information on publicly accessible areas of the website. We have no control over how this information may be viewed or used.

Please note you may be able to purchase Adelaide Fringe tickets on the day of the event without providing any personal information over the counter at FringeTIX outlets or at venue doors.

ANY QUESTIONS?

If you have any queries about the Adelaide Fringe's Privacy Policy, please contact the Adelaide Fringe by email buzz@adelaidefringe.com.au or during normal office hours 9.30am to 5.30pm by telephone 08 8100 2000.

REVIEW OF POLICY

The Adelaide Fringe undertakes to regularly review this Privacy Policy (Artists and Public) to allow for necessary updates, additions and/or changes.

ENDORSEMENT

This Policy was reviewed by the Adelaide Fringe Inc. Board of Management at a meeting held on 19 December 2007.

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Signature of Chief Executive Officer