

This following document sets forth the Privacy Policy for the Griffith Community Centre website, [www.griffithcommunitycentre.org.au](http://www.griffithcommunitycentre.org.au).

Griffith Community Centre is committed to providing you with the best possible customer service experience. Griffith Community Centre is bound by the Privacy Act 1988 (Cth), which sets out a number of principles concerning the privacy of individuals.

### **Collection of your personal information**

There are many aspects of the site which can be viewed without providing personal information, however, for access to the website room hire and contact functions some personal information will be collected. This may include but not limited to names, email addresses and ip addresses.

### **Sharing of your personal information**

All data collected for the purpose of room hire and contact is stored securely and is not shared outside of Griffith Community Centre.

### **Use of your personal information**

For each visitor to reach the site, we expressively collect the following non-personally identifiable information, including but not limited to browser type, version and language, operating system, pages viewed while browsing the Site, page access times and referring website address. This collected information is used solely internally for the purpose of gauging visitor traffic, trends and delivering personalized content to you while you are at this Site.

### **Changes to this Privacy Policy**

Griffith Community Centre reserves the right to make amendments to this Privacy Policy at any time. If you have objections to the Privacy Policy, you should not access or use the Site.

### **Accessing Your Personal Information**

You have a right to access your personal information, subject to exceptions allowed by law. If you would like to do so, please let us know. You may be required to put your request in writing for security reasons.

### **Contacting us**

Griffith Community Centre welcomes your comments regarding this Privacy Policy. If you have any questions about this Privacy Policy and would like further information, please contact us by any of the following means.

Post: Attn: Coordinator,  
Griffith Community Centre,  
80 Benerembah St  
Griffith NSW 2680  
Australia

E-mail: [barbara.penninga@griffithcommunitycentre.org.au](mailto:barbara.penninga@griffithcommunitycentre.org.au)