## **Privacy Policy for White Rock South Surrey Newcomers**

Effective Date: 1 March 2024

The White Rock & South Surrey Newcomers Club ("the Club") is a not for profit womens' social club where Members have an opportunity to meet others in a relaxed and social atmosphere. The Club is for newcomers or those who have experienced a significant life change (i.e. death of a partner, divorce or retirement) within the past three (3) years. Members must live in White Rock or South Surrey.

By participating in events and activities or making use of our website, you acknowledge and agree that while we make every effort to protect the privacy and confidentiality of your personal information, there may be circumstances beyond our control that could compromise this protection. Therefore, the Club shall not be held liable for any unauthorized access to, disclosure, or loss of your personal information, except in cases of willful misconduct or gross negligence on our part. You further understand and agree that the security of information transmitted over the internet cannot be guaranteed, and you acknowledge the inherent risks associated with providing personal information online. By continuing to use our services, you expressly release the Club, its officers, directors, employees, and agents from any and all claims, demands, damages, liabilities, and expenses (including legal fees) arising out of or in connection with any unauthorized access to, disclosure, or loss of your personal information. If you do not agree with any part of this disclaimer, please refrain from using our services.

We are committed to respecting and protecting the privacy of Members. This Privacy Policy explains how we collect, use, and safeguard personal information and may be updated at any time.

#### 1. Information We Collect

We collect the following personal information from our Members:

Information collected	How we collect this information	Purpose of collecting this information
Name*	Membership application and renewal forms	To address Members personally. Added to the Member Roster for the sole purpose of facilitating communication with Members.* For name badges to be worn at general meetings and activities
Email address*	Membership application and renewal forms	To address Members personally. Added to the Member Roster for the sole purpose of facilitating communication with Members.*
Phone Number*	Membership application and renewal forms	To address Members personally. Added to the Member Roster for the sole purpose of facilitating communication with Members.*
Partner's/spouse's name (if applicable)	Membership application and renewal forms	For name badges to be worn at activities where partners/spouses are included.

Address	Membership application and renewal forms	To validate that the Member resides within White Rock or South Surrey at the time of the Membership application or Membership renewal.
Widowed / Divorced / Retired	Membership application and renewal forms	To ensure that Members fit the criteria for membership as defined in our constitution.
Photographs	At club meetings, events and activities	It is general practice for members at events to take photographs for our website and for our newsletter.  Names will not be included with the photograph and you have the option of stepping out of the picture.
Other	Various	From time to time we may request other information, such as dietary restrictions for catering purposes.
How did you hear about us?	Membership application and renewal form	To track the effectiveness of publicity activities

<sup>\*</sup>Member's name, email address and phone number will be added to our Membership List which is published on the White Rock and South Surrey Newcomers website (WRSSNewcomers.com) behind a password protected login, and is available to all Members to view. The Member Roster may be requested as part of a Freedom of Information request in terms of The BC Societies Act sections 20 and 25. The purpose of this Member Roster is for members to contact each other for personal reasons or related to club business (not soliciting).

# 2. How We Use Your Information

We use your personal information solely for the purpose of community-related communication. This includes:

- Sending Announcements: Sending newsletters, activities lists and updating you on club matters or general club communication.
- Contacting You: Responding to inquiries or addressing concerns. Members may contact you for personal reasons.
- Organizing Events: Communicating details about upcoming events or an event that you have registered for. This may include event announcement, adding you to a calendar invitation or E-vites to meetings and/or events
- Renewal of membership and other official notices.
- Members may access the Membership list for personal reasons or related to club business (not soliciting).

#### 3. Data Security

We take the security of your personal information seriously. We implement reasonable measures to protect against unauthorized access, disclosure, alteration, and destruction of data. Access to your personal information is restricted to authorized personnel only.

#### 4. Sharing Your Information

We do not sell, rent, or lease your personal information to third parties. Your information is shared within the community group for the purposes mentioned in Section 2. We may disclose your information when required by law or in response to legal requests.

## 5. Your Choices

You have the right to:

- Opt-Out: You can choose not to provide certain personal information or opt-out of specific communications. This may impact your ability to engage in activities.
- Access and Update: You can request access to your personal information and update or correct any inaccuracies.

## 6. Cookies and Tracking Technologies

Our Member Roster is shared on our website behind a password secured login.

Our website may use cookies or similar tracking technologies to enhance your experience. You can adjust your browser settings to reject cookies, but this may affect the functionality of our website.

You are responsible for keeping your password secure and not sharing this with anybody.

## 7. Changes to this Privacy Policy

We may update this Privacy Policy to reflect changes in our practices or for legal reasons. We will notify Members of any significant changes via email or through our website.

#### 8. Contact Us

If you have any questions, concerns, or requests regarding your personal information or this Privacy Policy, please contact the President at WRSSNewcomersPresident@gmail.com.

By being a member of White Rock South Surrey Newcomers Club, you acknowledge and agree to the terms of this Privacy Policy.

#### White Rock and South Surrey Newcomers Club privacy contacts:

President: wrssnewcomerspresident@gmail.com

Membership: wrssnewcomers@gmail.com

Website and Publicity: wrsspublicity@gmail.com