

This policy was last reviewed and updated in March 2021

PRIVACY POLICY

The Royal New Zealand Ballet Foundation (the Foundation) is committed to protecting your personal details in accordance with the Privacy Act 1993 and principles.

This privacy statement outlines how we collect your personal information, and what we do with it. The Foundation collects information in three main ways:

1. Firstly, if you purchase a ticket to an event hosted by the Foundation, your details will be passed to us by the relevant ticketing agency, for example, Eventfinder or Paperless Post, if you have agreed to this. We do not receive any credit card information from ticketing agencies.
2. Secondly, if you sign up to receive our email newsletter, your email address will be recorded and held securely. You will only receive emails from the Foundation, principally the bi-monthly email newsletter.
3. Thirdly, if you become a donor, purchase tickets or merchandise via our online store, the contact information that you supply will be recorded on our database or regional committee databases. Your credit card details will be encrypted and transacted securely. All hard copies will be securely disposed of.

We record your name, postal address, contact telephone number and your email address. We only use your data for legitimate business and marketing purposes. This will principally be to let you know about future events involving the Royal New Zealand Ballet Foundation.

We do not sell or transfer your details to any other organisations.

We hold your information in secure servers in New Zealand, Australia and the USA.

The Foundation will send you marketing material via our email marketing and communications platform, only if you have given or expressed permission to hear from us. We give you the opportunity to manually manage your preferences and unsubscribe.

Your information will be held securely by the Foundation on a password protected database and will only be accessed by authorised Trustees, Committee members and staff who have received appropriate training in data management and security.

The RNZB database software is shared with the Royal New Zealand Ballet, the New Zealand Symphony Orchestra and New Zealand Opera. A limited amount of information (name, address and phone only) is visible to authorised users of those organisations. All other personal information, including ticket, membership and donation history, telephone and email contact information, correspondence and event attendance are only visible to the organisation to which they relate.

Cookies:

You can browse our website anonymously. We do not collect any identifiable information about you on our website unless you choose to give it to us. We analyse non-identifiable web traffic data for statistical purposes, but we do not personally identify users. The RNZB may store some information on your browser, commonly known as a 'cookie'. This is a small text file that a server places on your hard drive to 'remember' your browser in subsequent visits. The RNZB uses cookies to provide a more customised service and facilitate online transactions. If you do not wish to use cookies, you may be able to configure your browser so it does not accept them.

You have the right to access, correct and delete your personal information and privacy preferences at any time. If you are concerned about a breach of your privacy by the Royal New Zealand Ballet or have any questions, please contact our Privacy Officer at the address below or by emailing:

trustees@balletfoundation.org.nz

Privacy Officer
Royal New Zealand Ballet Foundation Trust
PO Box 10731
Wellington 6143

Charities Commission Registration: CC47241

Adopted March 2021

Next review date: March 2023