



## **Privacy of Information Document - Tribal Cats Queenstown MCC Biketober Festival**

### **Introduction**

This Privacy of Information Document ("Document") outlines the privacy practices and policies implemented by the Tribal Cats Queenstown Motorcycle Club ("Tribal Cats Queenstown MCC" or "we") in accordance with the Protection of Personal Information Act, 2013 (POPI Act) of South Africa. We are committed to safeguarding the personal information of individuals and protecting their right to privacy. This Document provides important information on how we collect, use, store, and protect personal information in the context of the Biketober Festival.

### **1. Collection of Personal Information**

1.1 Personal Information Definition: Personal information refers to any information that identifies or relates to an individual, such as their name, contact details, identification number, and other data specific to the individual.

1.2 Lawful Basis: We collect personal information only when it is required for legitimate and lawful purposes and with the consent of the individuals, except where the law permits otherwise.

1.3 Purpose of Collection: Personal information is collected for specific, explicitly defined purposes related to the organization and management of the Biketober Festival, including ticket sales, event participation, and communication with attendees.

1.4 Consent: By providing personal information to us during ticket purchases or event registration, individuals consent to the processing of their data for the purposes outlined in this Document.

### **2. Use and Processing of Personal Information**

2.1 Limited Use: Personal information is processed solely for the purposes for which it was collected, and it will not be used for any unrelated or incompatible purposes.

2.2 Data Accuracy: We take reasonable steps to ensure that personal information is accurate, complete, and up-to-date. Individuals may request the correction or update of their data.

2.3 Retention: Personal information will be retained only for as long as it is necessary to fulfill the purposes for which it was collected, or as required by applicable laws.





### **3. Security of Personal Information**

3.1 Data Security Measures: We have implemented appropriate technical and organizational measures to safeguard personal information against unauthorized access, alteration, disclosure, or destruction.

3.2 Confidentiality: Access to personal information is restricted to authorized personnel only, and they are bound by confidentiality obligations.

#### **4. Sharing of Personal Information**

4.1 Limited Sharing: We may share personal information with third parties for the purposes mentioned in this Document or as required by law. We ensure that third-party recipients maintain a similar level of protection for personal information.

### **5. Individual Rights**

5.1 Right to Access: Individuals have the right to request access to their personal information held by us and receive details of its processing.

5.2 Right to Rectification: Individuals may request the correction or update of their inaccurate or incomplete personal information.

5.3 Right to Erasure: Individuals have the right to request the deletion of their personal information in certain circumstances.

5.4 Right to Object: Individuals may object to the processing of their personal information based on specific grounds outlined in the POPI Act.

5.5 Right to Restriction: Individuals may request the restriction of processing their personal information in certain circumstances.

### **6. Contact Information**

For any inquiries, requests, or concerns related to this Privacy of Information Document or the processing of personal information for the Tribal Cats Queenstown MCC Biketober Festival, please contact:





Tribal Cats Queenstown MCC

Email: [qtn@tribalcats.co.za](mailto:qtn@tribalcats.co.za)

## 7. Changes to the Document

This Privacy of Information Document may be updated from time to time to reflect changes in our practices or legal requirements. The most recent version will be available on the official Tribal Cats Queenstown MCC website.

Effective Date: 20 July 2023

