
Collections Notice – Members

What personal information do we collect and why?

Cerebral Palsy Alliance (ABN 45 000 062 288) (**CPA**) is collecting your personal information (this may include your name; year of birth; contact details including address, telephone numbers and email address; transaction details including authorisations and transaction amounts; records of your communication and interaction with us; preference in receiving notifications; your relationship to a person receiving CPA's services so that we can:

- process membership applications;
- contact you;
- verify your identity and any information you have provided to us;
- manage our relationship with you;
- address or respond to any requests from you;
- send you information about CPA including CPA's Annual Report, information about CPA's Annual General Meeting and Board of Director nominations and elections, newsletters or events; and
- maintain a register of members.

We also ask you to provide the name and year of birth of a person receiving CPA's services you have a relationship with. You must obtain the consent of such person before providing their information to CPA.

We may also use your personal information for purposes related to those described above which would reasonably be expected by you.

We will not use your information for purposes other than those described above unless we have your consent or as permitted by law (including for law enforcement or public health and safety reasons).

How we collect your personal information

We collect personal information directly from you:

- when you provide us with a completed Application for Membership;
- or communicate directly with us (e.g. over the phone, via email or in person).

If you do not provide the information requested

If you do not provide us with the personal information we have requested, we may not be able to process your application to become a member of CPA.

Sharing your personal information

We may disclose your personal information to our related companies or third-party service providers (e.g. service providers that assist us with printing and sending communications to our members) we use in conducting our business.

We may also disclose your personal information where we are required or authorised by Australian law to do so.

Further information

Further information about how we handle your personal information, including details about how you can access and correct your information and how you can complain about a breach of the Australian Privacy Principles (as well as how we will deal with any complaint) can be found in our Privacy Policy available at <https://cerebralpalsy.org.au/privacy/>.

Contact us

If you want to know more becoming a CPA, please email membership@cerebralpalsy.org.au.

You can contact us about this Collections Notice by getting in touch with our Privacy Officer, using the following details:

Privacy Officer

Cerebral Palsy Alliance

PO Box 171, Forestville, NSW 2087

Email: privacy@cerebralpalsy.org.au

Phone: [02 9975 8000](tel:0299758000) (+61 2 9975 8000)