



**The Southern Highlands
Foundation**

PRIVACY AND SECURITY POLICY

Privacy:

The Southern Highlands Foundation (SHF) is committed to protecting your privacy. The SHF uses as its guidelines the NSW Privacy & Personal Information Protection Act 1988 (Australia) to the collection of personal information via this web site.

All the information you provide will remain confidential & protected. It will only be used as outlined below. We do not sell, rent, loan or lease the names & addresses on our database to anyone for any purpose.

What information do we collect?

We usually ask for the information listed below. Of course, it is your choice how much you want to provide.

- Contact name, address, email address & phone number
- Personal details including date of birth (optional) and gender
- Credit card number, name & expiry date for online donations
- Details on whether you want to receive information about the Foundation
- Details on whether you want to receive invitations to events

How do we use this information?

- to process donations
- send tax deductible receipts
- maintain accurate donor records
- keep our donors advised by our activities, news and events (if they request this)

How to update your contact details

- send us an email to info@southernhighlandsfoundation.com.au
- call us on **(02) 4862 1466**
- send us a letter to **P.O. Box 853, Bowral, NSW 2575**

SECURITY

We employ a local IT provider AceNet who, with us, are committed to protect your details against loss, misuse and alteration of any information you send us. As with any transmission over the internet, there is always an element of risk in sending personal

The Southern Highlands Foundation ABN: 16 098 283 213

PO Box 853 Bowral NSW 2576 Tel: 4862 1466 www.southernhighlandsfoundation.com.au

PATRON-IN-CHIEF – Her Excellency Professor Marie Bashir AC, Governor of NSW

PATRONS – Lady Marigold Southey AC and Mr Paul Ramsay AO



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information.

Credit Card Donations

All donations made online are processed through SecurePay into the NAB Bank secure systems. This is using a secure gateway process. All donations are processed in Australian dollars.

Returns Policy

No refunds will be offered for donations on this web site.

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