



NELSON YACHT CLUB INC. PRIVACY POLICY

Nelson Yacht Club (NYC) is an Incorporated Society and registered Charity operating in New Zealand.

NYC is primarily a membership-based organisation and it is necessary for the club to record and maintain personal information for its members, users and other people who interact with the club.

NYC is committed to protecting your privacy and complying with our obligations under New Zealand privacy laws. Any information that you share with NYC about yourself or another individual is personal information (“**Personal Information**”). Any reference to “**the club**”, “**we**”, “**us**” or “**our**” is to Nelson Yacht Club Incorporated.

We will protect your privacy and only collect, use, disclose and store your Personal Information in accordance with this Privacy Policy and the applicable privacy laws.

This Privacy Policy applies to anyone in New Zealand who uses our website (<https://www.nelsonyachtclub.org.nz/> and any subdomains) (**Website**), and/or **Services**.

The Services that we provide include, but are not limited to:

- Club Membership and all club sailing activity
- Boat Storage
- Hosting of Regattas and Events
- Sailing School and Watersports Activities
- Venue Hire

By using our Website, Services, and/or otherwise interacting with us, you agree to the terms of this Privacy Policy.

YOUR RIGHTS

We will only use your Personal Information for the reasons that we collected it, and in accordance with this Privacy Policy. If we don't need your Personal Information anymore for those reasons, then we will stop using it.

You have the right to see what Personal Information we hold about you, and you can ask us to correct it if it is inaccurate. If there is a legal reason why we can't let you see it, or if we don't agree with your correction, then we'll tell you.

If you don't agree with our Privacy Policy or don't want us to collect your Personal Information, then you will not be able to become a member of the club, participate in club activities or otherwise interact with us.

If you change your mind later and no longer agree with our Privacy Policy, then you should immediately stop using our Website, Services or interacting with us.

NYC may keep your Personal Information so long as it is required for the purpose for which the Personal Information was collected or as required by law.



PERSONAL INFORMATION WE COLLECT ABOUT YOU

We collect your Personal Information in the course of providing our Services to you or through your use of our Website.

Depending on your use of our Services or Website, you might give us information such as:

- Your name, contact details and residential address
- Your username and security credential information.
- Your service and product preferences.
- Your feedback, survey results and testimonials.
- Your account and payment history with us.
- Information about the webpages you visit on our Website.
- Any other information you give us.

You might also provide us with Personal Information when you:

- Search for, subscribe to, purchase, or use our Services.
- Create or administer your club profile.
- Communicate with us in person, by phone, email, or social media platforms.

Please don't give us Personal Information about someone else unless you have their express permission to do so and you direct them to this Privacy Policy.

Examples of this are when providing the name of proposers/seconders/character references for a membership application, or when providing an Emergency Contact.

In all other cases, it is best that any Personal Information about another person is provided directly to us by the person concerned.

HOW WE USE AND SHARE YOUR INFORMATION

Nelson Yacht Club will only collect, use, and disclose your personal information for purposes in connection with the provision of Services to members and participants in club activities.

This information will only be used to contact you regarding your enquiry, your/the participant's participation in club activities, or your membership of the club.

It will be made accessible to staff and/or relevant members of the club; or where appropriate, parent/caregiver contacts of youth members/participants.

Examples of this might be,

- Staff processing enquiries, membership applications or registration forms.
- The members of the Administration Committee approving applications for membership.
- A fleet rep accessing the contact list for their fleet.

We may disclose your personal information to the following third-parties, but only in connection with the provision of Services:



- Yachting New Zealand - more details below.
- Nelson Bays Youth Team Racing Association - more details below.
- Friendly Manager (Friendly Limited) - more details below.
- Any government or enforcement agency as required by law.
- Any other third party that you authorise.

Yachting New Zealand - Privacy Statement

Information provided in this membership form will be shared with Yachting New Zealand (YNZ) for the purposes of meeting this club's affiliation requirements to the national body as per the YNZ Constitution. This will allow YNZ to send you your membership card and communicate with you in relation to your membership (eg. by sending you emails about member benefits and newsletters). YNZ will not share your information with any other organisations. You are able to access and correct personal information by contacting YNZ PO Box 33-1487, Takapuna, Auckland 0740 or mail@yachtingnz.org.nz. When YNZ sends you any electronic communications, it will provide an option for you to decline receiving any further electronic communications via an opt out mechanism

Nelson Bays Youth Team Racing Association

The Nelson Bays Youth Team Racing Association (NBYTRA) coordinates secondary school team racing in the Nelson region, based from the Nelson Yacht Club. Anyone wishing to join NBYTRA must also be a member of Nelson Yacht Club. Nelson Yacht Club collects and holds the personal information of members and their parent contacts on behalf of NBYTRA. NBYTRA Committee members, Team Managers, and Coaches may be given access to this data.

Friendly Manager

Nelson Yacht Club uses a database platform called Friendly Manager to record and store the personal information that we hold about you.

By registering you create a profile and login with which you can access and update/correct the information that we hold about you.

Friendly Manager is a New Zealand owned and operated company and all information is hosted securely in New Zealand. More information about Friendly Manager and its privacy policy can be found here:

<https://www.friendlymanager.com/privacy-policy>

USE OF THE PERSONAL INFORMATION OF OTHERS PROVIDED TO YOU

As a club member, parent/caregiver contact of a club member, or member of staff, you may be given access to the Personal Information of others.

You must only use this Personal Information in connection with their club membership and services.

It must not be used for any other purposes such as direct marketing, solicitation for business or donations to other organisations.



PHOTOGRAPHS & VIDEO

From time to time NYC staff and/or members take photographs or videos of club activities.

By registering as a member of the club, and/or participating in club activities, you consent to the free use of your or your family member's image/likeness in NYC promotional and fundraising material, on the NYC website, in newsletters, and on social media.

If you have any concerns or questions, please [contact our Privacy Officer](#)

CCTV

Nelson Yacht Club has CCTV cameras installed to record the entranceways to the premises.

- The cameras record 24/7
- There is no real-time monitoring of the footage/recordings.
- The recordings are stored offline on a system hard drive in a locked room.
- The oldest recordings are overwritten after several months.
- The recordings will only be accessed in the event of an incident/theft/complaint.
- The recordings may be provided to the NZ Police where appropriate.
- Any concerns or complaints will be dealt with by the Admin Committee or appropriate member thereof if there is a need for privacy.

The person responsible for the CCTV system is NYC Commodore Geoff Pitcaithly, who can be contacted on 03 548 7154 or commodore@nelsonyachtclub.org.nz

WEBCAMS

The club may also install live-streaming and/or timelapse webcams to provide one or more wide-angle views of the immediate sailing area in front of the club, the launching ramp and the deck/rigging area. The purpose of these cameras would be to provide members and people connected to the club with the ability to check weather/wind conditions, see if people are on the water or what activity is taking place.

The footage from the cameras would be hosted securely, and made available on the NYC website until the end of each day before being removed from public view. Images/videos from the footage would be accessible to NYC after this time and may be used for promotion/publication.

COOKIES

Cookies are small text files placed on your computer, mobile phone, tablet, or other electronic device to store data that can be recalled by a web server in the domain that placed the cookie. This data often consists of a string of numbers and letters that uniquely identifies your device, but it can contain other information as well.

Some cookies are placed by third parties acting on our behalf. From time to time, we may use cookies and similar technologies to store and honour your preferences and settings, enable you to sign-in, provide interest-based advertising, analyse how our Website and Service perform, and fulfil other functions or operations set out in this Privacy Policy.



To enable some of the features and functionality on our Website, you may need to permit us to place cookies on your device. You can remove or block cookies by using the settings in your browser, but it may affect your ability to use our Website.

COMMUNICATIONS

By providing us with your contact information, you consent to receiving communications from us in connection to the Services we provide to you. These communications may be via direct email, phone, text message, e-newsletters or social media. This is a requirement of becoming a member of the club and/or participating in club activities. You may unsubscribe or contact us to remove you from our contact list and we will stop contacting you. However, you may not be able to remain a member of the club or participate in club activities.

PRIVACY COMPLAINTS & QUESTIONS

If you think that we haven't properly protected your privacy, you can tell our Privacy Officer or [complain to the New Zealand Privacy Commissioner](#).

If you have any questions about this Privacy Policy, you can [contact our Privacy Officer](#).

PRIVACY POLICY CHANGES

We may from time to time change our Privacy Policy. These changes may reflect, among other things, changes in laws, our data collection practices, and/or changes to our operations, Website functionality or Service offering. We will post any updated policies on our Website. The updated Privacy Policy will take effect 14 days after the date it is posted.

If you continue to visit our Website, use our Services or continue to interact with us after the updated Privacy Policy comes into effect, then this will indicate that you have agreed to our changes.

We encourage you to review our Privacy Policy periodically for any changes.