

## PRIVACY POLICY

At the **Interactive Games & Entertainment Association Ltd** (ABN: 40 101 586 958) (defined here as 'IGEA', 'We' or 'Our'), We value your comments, suggestions, and feedback.

Our Privacy Policy sets out how we collect, use and disclose "personal information" and other "non-personal information" we have gathered about you in relation to your interactions with us either as a member of IGEA, or by contacting us, or by using Our website which can be found [here](#). ("Website").

This policy will let you know:

- What information (often referred to as 'data') is collected from you;
- How your information is used;
- With whom your information may be shared; and
- How you can access, update, or delete your information.

We will comply with all relevant and applicable legislative requirements, and, in the event of any inconsistency, the legislative requirements will override the provisions of this document.

### What data do we collect?

We collect data in two ways.

- A. Data you provide us; and
- B. Data collected by our partners.

### Age Limits

We do not collect any personally identifiable information of anyone under the age of 13 years.

If you believe that We have inadvertently collected information from a person under the age of 13, please contact us at the email address below and the information will be permanently deleted.

- A. [Data you provide us](#)

### How do we use the data we collect?

Data collected can be personal to you or non-personal, and sometimes data that doesn't appear to be personal can become personal if certain other facts are learned. No matter how we come to collect your data, we will always treat it in accordance with this document, and any applicable legislation, including the Australian *Privacy Act (Cth) (1988)*.

### What is Personal Information?

'Personal Information' is information that identifies you as an individual. This is only collected by us if you submit it to us directly. Please note that if you become a member of IGEA we will keep a copy of your payment details.

## A. Data collected by our partners

We use Google Forms to obtain information from our Members at the time of membership. A copy of the Google Privacy Policy can be found here:

- Google Forms: <https://policies.google.com/privacy>

### *Newsletters Mail-Outs, Promotional Materials & Events*

When you opt in to join our mailing list, we will use that information to provide you with communications about upcoming events, industry updates and activities that IGEA has recently undertaken or plans to undertake.

You may unsubscribe from our newsletter at any time. All you need to do is unsubscribe from the link in the letter or let us know in writing that you want to be removed.

If you wish to receive information from IGEA, you will be asked to provide your email address to us.

This information is gathered by a third-party partner that collects and compiles that information for us so that we may undertake mail outs to large numbers of people. We also use the Microsoft office suite of documents, including 365 and the 'Sway' service which allows us to create and distribute newsletter to our Members and contacts. The MailChimp privacy policy, and the Microsoft privacy policy can be found here:

- <https://mailchimp.com/legal/privacy/>
- <https://privacy.microsoft.com/en-us/privacystatement>

IGEA events are ticketed via Eventbrite, which is an event ticketing and registration platform. Certain data you provide us will pass via that service. A copy of the Eventbrite privacy policy can be found here:

- [https://www.eventbrite.com.au/support/articles/en\\_US/Troubleshooting/eventbrite-privacy-policy?lg=en\\_AU](https://www.eventbrite.com.au/support/articles/en_US/Troubleshooting/eventbrite-privacy-policy?lg=en_AU)

Some IGEA events are operated and run virtually. To assist in the facilitation of this, we use both PINE and Tulula.

The PINE privacy policy can be found here:

- <https://pinetool.ai/legal/privacy-policy/>

The Tulula privacy policy can be found here:

- <https://tulu.la/policy/privacy/>

### *What about Sensitive Information?*

Sensitive information includes information about such things as an individual's racial or ethnic origin, political opinions, membership of a political association, religious or philosophical beliefs, membership of a professional body, criminal records or health information.

We will not attempt to obtain nor record any sensitive information.

### **Access to Your Data, and Permanent Deletion of Your Data**

We will retain your data only as necessary for our legitimate business interests, such as to comply with our legal obligations, resolve disputes, and enforce our agreements.

No matter how we come in contact with your data, you have the right to access the data We hold about you and to update and/or correct it.

#### *Disclosure and Security of Your Information*

We will not sell, trade, rent or disclose any of the personal information you provide to us for any reason, without your prior consent. Otherwise, your Personal Information will only be disclosed where required or allowable by law.

Your Personal Information is stored offsite in a manner that reasonably protects it from misuse, loss, unauthorised access, modification or disclosure. Technical measures are in place to protect your personal data, and transfers of your information are limited to the necessary minimum.

#### **Policy Updates**

This Policy may change from time to time. The most current version of our Privacy Policy can be found on our website at [www.igea.net](http://www.igea.net). We will always keep this up to date so that you know what information we will collect from you, how we may use it, and when we may disclose it.

#### *Complaints*

You can lodge a complaint about any breach of this Privacy Policy by Us at the address below.

#### *Privacy Policy Contact Information*

If you have any questions about our Privacy Policy, please contact IGEA at: [privacy@igea.net](mailto:privacy@igea.net)

*Privacy Policy last updated 7 September 2020.*