



Bed & Breakfast Association NEW ZEALAND Incorporated Privacy Policy

The Bed & Breakfast Association NEW ZEALAND Incorporated (“BBANZ”) takes the privacy of its members and their personal information seriously. Therefore the BBANZ take great care to protect that privacy and to secure the data that is collected and stored by BBANZ about its members. BBANZ handles the data that members provide to them according to this Privacy Policy.

Overview

When you become a member of the BBANZ you provide information to us. Further information is collected by us during assessments of member properties and through communication and surveys with members during the course of their membership.

In addition, when members use the BBANZ Website and App, they send pieces of data to the BBANZ. This can be a name, an e-mail address, an IP address, phone number, credit card information, demographic information relating to members and their guests, or information relating to their accommodation. Other data is generated by your use of the Website and App, e.g. log data and cookies.

By giving BBANZ this information, you consent to BBANZ collecting it, using it, storing it and disclosing it as per our Constitution, website Terms & Conditions, Approved Policy Documents and this Privacy Policy. We use this information for internal analytical purposes to improve the service and the marketing Website and App that we, as an Association, provide to members. We do not sell your data to third parties.

Personally identifiable data

- BBANZ does not collect private or personal information, except where members willingly provide it.
- Your information can be updated, corrected or deleted at your request at any time.
- If members contact BBANZ, we may keep a record of that correspondence, and we may use your information to provide appropriate Association support.
- We may contact members from time to time to ascertain whether members want to sign-up to our Website/App or participate in other member benefits and initiatives.
- We may contact members about any aspect of their membership or with information relevant to the home hosting accommodation sector.
- We might use your information to support and improve the marketing Website and App that we, as an Association, provide to members.
- We may send members who have opted into the marketing Website/App, System Alert Messages, for example, to let members know about temporary or permanent changes to the Website/App.
- Members may opt-out of receiving messages from the BBANZ at any time by using our opt-out link [here](#).
- BBANZ may contact members with an invoice for their annual members or commission due or paid for use of the marketing Website/App and to follow up on any outstanding payments or change in payment details.
- Unfortunately, no data transmission over the Internet can be guaranteed to be 100% secure, [unless processed through a Secure Credit Card System, which BBANZ uses for payments]. As a result BBANZ cannot ensure or warrant the security of any information members transmit. However, once received by BBANZ, we use best endeavours to protect your personal information against loss, misuse, unauthorised access, unauthorised disclosure, manipulation, or destruction.

- We may disclose your private and personal information:
 - (a) if we have your consent;
 - (b) if required by law or pursuant to legal action;
 - (c) to our employees and third party advisors, where required, provided they are bound by appropriate confidentiality obligations;
 - (d) if that information is already in the public domain;
 - (e) if required to protect the security of BBANZ; and
 - (f) to conference sponsors/trade stand operators.

- BBANZ may view, copy and internally distribute content regarding your membership and use of the marketing Website/App:
 - (a) to create algorithms and programs that help the BBANZ spot problem user accounts i.e. Use Accounts that violate this Privacy Policy; and
 - (b) for the purposes of developing and improving the marketing Website/App and service that the BBANZ provides to its members.

Log data

BBANZ records certain requests and transactions in log files. This log data is used for troubleshooting, statistics, analytics, quality assurance, and to monitor system security and can be analysed to that end.

BBANZ can publish anonymous statistics, e.g. to the accommodation sector generally, under the condition that no personally identifiable information can be derived from such statistics.

Cookies

A cookie is a small amount of data that is sent to your browser from a web server and stored on your computer's hard drive. When members use the marketing Website/App, the Website/App can store cookies on your computer. Cookies are little pieces of information that can help identify your browser and that can store information, e.g. application settings. The BBANZ Website/App uses cookies to track usage, to improve ease-of-use and the overall user experience, and to manage marketing and advertising inventories.

Inactive Members

If a member doesn't log into their marketing site on the Website/App for 12 months or more, we may treat their marketing profile as "inactive" and permanently delete the information and all of the data associated with it.

Unauthorised access

BBANZ implements several mechanisms to prevent unauthorised access to data. User-accounts are protected by passwords. Members should choose a secure password and ensure its confidentiality to prevent unauthorised access to their account.

Location of data

BBANZ databases are located on hard drives, in paper files in New Zealand, and in the cloud via the use of third party services such as Mail Chimp and Xero.

Changes

BBANZ reserves the right to update this Privacy Policy at any time. If in doubt as to whether this is the most current version of this policy, please contact the Secretary of the BBANZ by clicking [here](#).

Additional Information

Questions regarding this Privacy Policy should be directed to the BBANZ by clicking [here](#).

LEGAL NOTICE:

INFORMATION ON THIS WEBSITE IS PROVIDED 'AS IS' WITHOUT WARRANTY OF ANY KIND, EITHER EXPRESS OR IMPLIED.

IN NO EVENT WILL BBANZ BE LIABLE TO ANY PARTY FOR ANY DIRECT, INDIRECT, SPECIAL OR OTHER CONSEQUENTIAL DAMAGES FOR ANY USE OF IT'S WEBSITE, APP OR FOR HOLDING MEMBERSHIP TO THE INCLUDING, WITHOUT LIMITATION, ANY LOST PROFITS, BUSINESS INTERRUPTION, LOSS OF PROGRAMMES OR OTHER DATA ON YOUR INFORMATION HANDLING SYSTEM OR OTHERWISE, EVEN IF WE ARE EXPRESSLY ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

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