

Supplier Registrations

Privacy Collection Notice

Your personal information

The City of Swan (the City) collects personal information about individuals for a range of purposes to enable it to carry out its functions. The City's Privacy Policy is available on its website at www.swan.wa.gov.au/privacy.

Further details about the collection of your personal information are provided below.

Supplier Registrations – Privacy Collection Notice	
Who is collecting your personal information	Your personal information is being collected by the City of Swan. The City's Privacy Policy contains information about how you may contact the City.
Collection of your personal information	The City of Swan collects personal information, including names, position titles, contact details, banking details and, where applicable, Aboriginal and Torres Strait Islander business status, as part of the supplier registration process.
Why your personal information is being collected	Your personal information is required to assess and process an application to register a business as a supplier to the City. If the requested information is not provided, the City may be unable to register the business as a supplier or facilitate payments for goods and services provided to the City.
Who will your personal information be disclosed to?	The City may disclose your information where required or authorised by law.
Access to and correction of your personal information	The City's Privacy Policy contains information about how you may access or seek correction of your personal information that is held by the City.
Privacy complaints	The City's Privacy Policy contains information about how you may complain about a breach of the Information Privacy Principles and how the City will deal with complaints.