

Swan Valley Visitor Guide Free Business Listing Form

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.

Swan Valley Visitor Guide Free Business Listing Form – 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 collects your personal information, including your name and contact details, as well as details about your business.
Why your personal information is being collected	Your personal information is collected for the purpose of administering and producing the annual Swan Valley Visitor Guide, including considering your business for inclusion in the guide. If you choose not to provide the requested information, your business may not be included in the guide.
Who will your personal information be disclosed to?	Your business name and, where you have provided consent, your business contact number may be published in the annual Swan Valley Visitor Guide and made available to members of the public. Your personal information may also be disclosed 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.