

Privacy Policy for Gulf Harbour Marine Village Residents' Association Incorporated

This privacy policy gives you information on how we collect and process your personal information.

We need to collect, hold, use and disclose your personal information in order to provide services, utilities and facilities relating to the Gulf Harbour Marine Village (the **Village**), as explained further in section 4 below.

Please note that we operate CCTV around the common facilities at the Village. How we use information collected from those CCTV is explained further in section 4 below.

This privacy policy should be read in conjunction with our constitution (including its Schedules), which is available on our website (**Constitution**).

You can click through to the specific areas that you are interested in below.

1. Who we are
2. The information we collect
3. How we collect information
4. How we use information
5. Your rights

1. WHO WE ARE

We are Gulf Harbour Marine Village Residents' Association Incorporated (**we** or **us**).

Changes to the Privacy Policy

We keep our privacy policy under regular review and will provide notice of changes to this privacy policy on our website.

This version was last updated on 12 July 2023.

2. THE INFORMATION WE COLLECT

In this policy, "personal information" means any information about an individual from which that individual can be identified. When you use our website, become a member of our association and/or visit the Village (for example as a guest or because you are an owner, occupier or permitted berth sublicensee), we'll collect, hold, use and disclose your personal information in accordance with this privacy policy.

The types of personal information we may collect about you are:

- **Identity information:** including first name, last name, address, occupation, and driver's licence details.
- **Membership status:** including, if you are a member, the type of membership you hold.
- **Berth information:** including berth and boat numbers and berth licence information.
- **Security information:** including CCTV images taken at the common facilities, records of use of security cards and card holder information.
- **Ownership/property information:** including plans and specifications and, if relevant, the certificate of title issued for your property within the Village.
- **Contact information:** including billing address, email address and telephone numbers.
- **Financial information:** including bank account and payment card details.

- **Transaction information:** including details about payments to and from you.
- **Occupier details:** including name and contact information.
- **Emergency contact details:** including name, email address and telephone numbers.
- **Pet information:** including whether you have requested to keep any pets in the dwelling, and pet details.

You can choose not to provide your personal information to us, but that may impact on our ability to provide services and utilities to you, to provide you with a membership and our approvals/consents and/or (where relevant) to provide access to parts of the Village. If you provide us with information about a third party (eg your tenants) you must ensure that you have permission to do so.

3. HOW WE COLLECT INFORMATION

We may use different methods to collect personal information from and about you:

- You may give us your personal information by filling in forms or by corresponding with us by post, phone, email or otherwise.
- We may collect personal information about you from CCTV cameras located around the common facilities.
- We may receive personal information about you from various third parties as set out below:
 - Crockers Body Corporate Management Limited, our body corporate manager.
 - Other precincts' associations (for security and maintenance reasons).

4. HOW WE USE INFORMATION

We may use your personal information to:

- provide you with services, utilities and facilities;
- communicate with you;
- manage your memberships;
- monitor your compliance with and enforce the terms and rules set out in our Constitution, including the Owners' Scheme, Common Facilities Rules, Berth Licence Terms, Village Rules and Town Centre Rules;
- manage the safety and security of the Village, including by preventing, detecting, monitoring and responding to safety, access, maintenance and security issues, like unauthorised access, trespass, crime (or potential crime), vehicle and parking issues, boat/vessel and berth issues, nuisance, and health and safety issues as well as issues related to pollution/contamination;
- communicate with your emergency contact (in the case of an emergency);
- assess requests for and provide relevant consents, permissions and approvals;
- monitor your compliance with laws (including statutes, ordinances, regulations and bylaws) and other lawful requirements (including planning decisions and resource consents and conditions);
- manage payments of applicable levies;
- comply with our legal, regulatory, tax and/or accounting requirements;
- continually improve our website and the services and utilities that we provide;
- respond to queries, requests or complaints.

We may need to share your personal information with:

- our service providers and suppliers and other precincts' associations as part of the purposes set out above, including Crockers Body Corporate Management Limited;

- relevant authorities or regulators if we consider that you are in breach of any law or lawful requirement;
- anyone who we need to share information with by reason of law or to address any complaints you make to a third party or regulator (such as the Privacy Commissioner).

Third-Party Links

Our website (including the village notice board) may include links to third-party websites, plug-ins and applications. Clicking on those links or enabling those connections may allow third parties to collect or share data about you. We do not control these third-party websites and are not responsible for how they may use your personal information.

5. YOUR RIGHTS

You have rights to request access to and correction of any personal information we hold about you. If you want to exercise these rights or to ask us questions about this privacy policy, please contact us using the following details:

Gulf Harbour Marine Village Residents' Association Incorporated

Email address: legal@ghmvra.co.nz, or allan@crockers.co.nz

Postal address: Attn: Allan Zhou, C/- Crockers Body Corporate Management Ltd, PO Box 74054,
Greenlane, Auckland 1546

Telephone number: 0800 2762 5377

There may be charges associated with providing copies of your personal information to you. We will always advise you of those charges in advance.

This privacy policy is governed by New Zealand law. For more information about privacy issues in New Zealand and protecting your privacy, visit the [New Zealand Privacy Commissioner's website](#).