Privacy Notice and Consent Form

This form is to be used whenever we collect personal information.
It is to be read in conjunction with our Privacy Policy.

Your privacy is important to us	The Salvation Army, a not-for-profit organisation, is committed to upholding its obligations under the *Privacy Act 1988*.
Our privacy policy contains the details	Our privacy policy can be found online at https://www.salvationarmy.org.au/privacy. It includes information on how you may access and update the personal information we hold about you, the complaints process for a breach of the Australian Privacy Principles, and how we manage the complaints we receive.
Our privacy office is here to help	We have a dedicated privacy office responsible for ensuring we adhere to our privacy policy. Their contact details are provided in the privacy policy and are available for your use.
We only collect what we need	We collect personal information we believe is reasonably necessary to provide you with the services we offer. This includes information you provide to us on this form, any additional information you provide to our staff verbally or otherwise, and any information we may need to collect about you from third parties on your behalf (if applicable).
You consent to use for related purposes	By providing us with this personal information you also consent to our use or disclosure of this personal information for purposes related to the services we provide. Unless permitted or required by law, we will not use this information for any other purpose without your consent.
Your signature acknowledges your understanding	By signing this document you: ▪ Acknowledge you have read and understood the document ▪ Understand the reasons for the collection of your personal information ▪ Understand the ways in which your personal information may be used and disclosed ▪ Acknowledge you provide this personal information to The Salvation Army voluntarily ▪ Agree to the use and disclosure of your personal information as indicated here ▪ Acknowledge that the personal information you have provided to us is current
Let us know if your details change	You undertake to notify us as soon as practicable if this personal information is no longer current or if your consent for the collection and/or use of the personal information is withdrawn.

Name: _____ **Date:** _____

Signature: _____ **Organisation**:_____
(If applicable)

***** This document is not controlled once it has been printed *****