

Privacy Statement

The Commercial Vehicle Industry Association of Queensland (CVIAQ) uses the information provided by you pursuant to this Space Application for the primary purpose of processing, assessing and determining the occupancy of space at the **Brisbane Truck Show**. Any information given pursuant to the documents lodged could be deemed personal information and accordingly is governed by the Privacy Legislation. Any information lodged with the CVIAQ will remain confidential at all times except for disclosure which you may have consented to or which is otherwise required by law. We may pass your information on to any Operational Service Providers such as hire contractors or such other persons the CVIAQ deems helpful in enabling successful applicants fulfil their contractual obligations relating to exhibiting in the show.

Your Rights

You need not give us any of the personal information requested in any document or communication relating to this matter. However, without this information, we may not be able to provide to you the services in relation to the conducting and organising of the show or other services provided under this transaction or provide you with an appropriate level of service. In most cases, you are able to gain access to personal information held by us about you on request and ask us to correct it if you believe it is incorrect or out of date.

How we use your personal information

We use your personal information to:

- Verify your details and assess your ability to satisfy your obligations under this transaction;
- Administer and manage this transaction;
- Arrange any necessary insurance cover for ourselves or you for the Show or any other event covered by this transaction;
- Facilitate all internal business operations and provide you with details of our other products and services.

How we disclose your personal information

We may disclose your personal information to:

- Our agents, contractors or other third party service providers that we have engaged to assist us to do the things described above but only so that they can provide such services to us;
- Relevant regulators and authorities where the law requires or permits us to do so;
- An insurance provider for the purpose of obtaining the necessary insurance for ourselves and you in relation to the Show.
- Our official partners and sponsors to enable them to contact you and/or forward information regarding their products and services.

Other Organisations

If you consent to ask us or the law permits us to do so, the personal information we disclose in these circumstances will be limited to:

- Your identity particulars (including in relation to your business);
- Details of any opinion that we form as to your ability to satisfy your obligations under this transaction;
- Details of you and your business which are required for our insurance purposes;

This information may be given before, during or after the transaction hereby contemplated.

You may request access to your information and request that it be corrected at any time. If you wish to correct or request access to your information or elect to stop this information being accessed on as stated above, please contact the CVIAQ:

- By post The Chief Executive Officer
 PO Box 364, Sumner Park BC Qld 4074
- By email admin@brisbanetruckshow.com.au