

PRIVACY POLICY

This Privacy Policy was updated on December 2022



FLOATING ROCK

Protecting your personal information is important to us. So is following New Zealand's privacy laws. This Privacy Policy tells you how we will protect your privacy and collect and use your personal information. Any reference to “we”, “us” or “our” in this Privacy Policy is to Floating Rock Studio Limited (**Floating Rock**).

“**Personal Information**” means any information that can directly or indirectly identify you or another person.

This Privacy Policy applies to anyone who uses our website www.floating-rock.com (**Website**), uses our services (**Services**), enters our Pitchfest (**Pitchfest**) or interacts with us.

If you have any questions, you can contact our Privacy Officer at pitchfest@floating-rock.com

YOUR RIGHTS

We'll only use your Personal Information for the reasons that we collected it, and in accordance with this Privacy Policy. If we don't need your Personal Information anymore for those reasons, then we'll stop using it.

If you don't agree with our Privacy Policy or don't want us to collect your Personal Information, then please stop using our Website, Services or interacting with us. If you change your mind and don't agree with our Privacy Policy anymore, then you should stop using our Website, Services or interacting with us.

- **INFORMATION WE COLLECT ABOUT YOU**
- We may collect the following Personal Information as appropriate for the purpose it is collected:
- Your name, date of birth, gender and contact details.
- Your bank account and credit card details and other information relating to payments.
- Your identification documents, including driver's licence or passport.
- Information about your use of our Services.
- Information about the webpages you visit on our Website.
- Information you provide to us in any other correspondence with us.
- Information relating to your employment history and other employment information.
- Any other information you give us.

Please don't give us Personal Information about someone else unless you have their permission and they know about this Privacy Policy.

- **HOW WE COLLECT YOUR INFORMATION**
- We collect Personal Information:
- From you directly (like when you provide your details to us).
- From you indirectly (like when you use our Services, visit our Website, authorise us to collect your information as part of an application for Pitchfest or interact with us on social media).
- From third parties such as contractors and agents that we engage to perform services on our behalf, including but not limited to background checking services.
- From places where the information is publicly available.
- **HOW WE USE AND SHARE YOUR INFORMATION**
- We may use and disclose your Personal Information ourselves and to third parties for the purpose it is collected. Purposes include but are not limited to:
- To assess your application / Project for Pitchfest.
- To provide you with our Services.

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- To respond to your queries regarding the Website, our Services, or the Pitchfest.
- To establish your identity and assess your application for entry into the Pitchfest.
- To administer your account with us.
- To bill you and to collect money that you owe us, including authorising and processing credit card transactions or undertaking credit checks (if necessary).
- To operate and maintain our Website.
- For our internal record keeping purposes.
- For security purposes.
- To assess and engage you as an employment applicant.
- To facilitate the sale or other disposition of our business or assets.
- To comply with our legal obligations.
- For any other purposes that you authorise.

• **COOKIES**

- Cookies are small text files placed on your computer, mobile phone, tablet, or other electronic device to store data that can be recalled by a web server in the domain that placed the cookie. This data often consists of a string of numbers and letters that uniquely identifies your device, but it can contain other information as well. Some cookies are placed by third parties acting on our behalf. We may use cookies and similar technologies to store and honour your preferences and settings, enable you to sign-in, apply to Pitchfest, provide interest-based advertising, analyse how our Services perform, and fulfil other business functions or operations set out in this Privacy Policy.

- To enable some of the features and functionality on our Website, you may need to permit us to place cookies on your device. You can remove or block cookies by using the settings in your browser, but it may affect your ability to use our Website.

• **E-COMMUNICATIONS**

You consent to receiving information from us about our Services, Pitchfest, promotions and competitions via email, text message and social media. If you want us to stop sending you electronic communications, then you can simply unsubscribe at any time by following the instructions included in the electronic communication.

LINKS TO OTHER WEBSITES

Our Website may contain links to other websites of interest. However, once you have used these links to leave our website, you should note that we do not have any control over the other website. Therefore, we cannot be responsible for the protection and privacy of any information which you provide whilst visiting third party websites and such websites are not governed by this Privacy Policy. You should exercise caution and look at the privacy policy applicable to those websites.

• **HOW WE PROTECT YOUR PERSONAL INFORMATION**

We have reasonable protections in place against unauthorised access, use, modification, disclosure and loss of your Personal Information.

• **HOW WE SAFEGUARD YOUR PERSONAL INFORMATION OUTSIDE NEW ZEALAND**

- From time to time, we may disclose, and you authorise us to disclose, your Personal Information to an overseas service provider for the above purposes. We make sure that the overseas service provider is:

- a participant in a prescribed binding scheme for international disclosures of personal information; and/or
- is located in a country that provides comparable safeguards to New Zealand's privacy laws, approved by the Privacy Commissioner.

- If not, then we will take reasonable steps to ensure that the overseas service provider is required to protect your Personal Information in a way that, overall, provides comparable safeguards to those required under New Zealand's privacy laws.

- Examples of these steps include a written agreement between us and the overseas service provider or making reasonable enquiries regarding data protection standards of the country in which the overseas service provider is located.

For Pitchfest, we may disclose, and you authorise us to disclose, your Personal Information to third parties for the purposes of assessing and advising us (and you) for and during Pitchfest.

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- **SECURITY**
- We are committed to ensuring that your information is secure. To prevent unauthorised access, use, modification, disclosure, loss or destruction, we have put in place suitable physical, electronic and managerial procedures to safeguard and secure the Personal Information that we collect. We will also take reasonable steps to ensure that our third parties whom we disclose your Personal Information to also take reasonable steps to protect your Personal Information in accordance with this Privacy Policy and the applicable privacy laws.
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- **REQUEST ACCESS OR CORRECTION TO YOUR PERSONAL INFORMATION**
- You're allowed to see what Personal Information we have about you, and you may request correction of your Personal Information if you think it's wrong. If there is a legal reason why we can't let you see it, or if we don't agree with your correction, then we'll tell you.

- **PRIVACY COMPLAINTS**

If you think that we haven't properly protected your privacy, you can tell our Privacy Officer here:

Email: pitchfest@floating-rock.com

Phone: 027 324 3975

Post: 129 Park Road, Level 2, 6022 Miramar

or complain to the New Zealand Privacy Commissioner:

Telephone: 0800 803 909 (from 8.30am to 5pm, Monday to Friday)

04-474 7590 (Wellington)

09-302 8680 (Auckland)

Post: PO Box 10-094 The Terrace

Wellington 6143

Fax: (04) 474 7595

Email: enquiries@privacy.org.nz

Visit: Level 8, 109-111 Featherston Street, Wellington 6143

Visit: Level 13, WHK Tower, 51-53 Shortland Street, Auckland 1140

- **PRIVACY POLICY CHANGES**
- We may from time to time change our Privacy Policy. These changes may reflect, among other things, changes in laws, our data collection practices, and/or changes to our business, Services and Pitchfest. We will post any updated policies on our Website. The updated Privacy Policy will take effect 14 days after the date it is posted.
- If you continue to use our Services or continue to visit our Website or interact with us after the updated Privacy Policy comes into effect, then this will indicate that you have agreed to our changes.
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- If you don't agree with the changes to the Privacy Policy, then you should immediately stop using our Services and our Website.
- We encourage you to review our Privacy Policy periodically for any changes.