

Privacy collection notice

Jacaranda Housing ABN 30 815 638 618 ACN 140 309 888 (**we, us or our**) is committed to the Information Privacy Principles contained in the *Information Privacy Act 1988* (Qld) (**IP Act**). The purpose of this notice is to advise you that we may collect, use and disclose personal information about you, including:

- (a) your name and contact details;
- (b) your rental and other payment information;
- (c) information about whether you meet the Department of Housing and Public Works' (**DHPW**) *Social Housing Eligibility Criteria* including information about your:
 - (i) Australian citizenship or residency status;
 - (ii) Queensland residency;
 - (iii) property ownership;
 - (iv) liquid assets;
 - (v) independent income and household income limits; and
 - (vi) the appropriateness of your current housing.

Where possible, we will collect your personal information directly from you, however on occasion we may need to collect personal information about you from other government agencies.

This collection is for the purposes of providing services to you, facilitating our internal business operations, including the fulfilment of any legal and regulatory requirements, providing you with information about us and the services that we, or our related entities or organisations that we have affiliations with, offer that may be of interest to you.

In order to provide services to you, we may disclose your personal information to:

- (a) our related entities and affiliated organisations;
- (b) service providers, who assist us in operating our business;
- (c) a purchaser of the assets and operations of our business, if those assets and operations are purchased as a going concern; and
- (d) government departments including:
 - (i) the Department of Housing and Public Works;
 - (ii) Centrelink;
 - (iii) the Residential Tenancies Authority; and

(iv) other support agencies and organisations,

from time to time.

If the personal information you provide to us is incomplete or inaccurate, we may not be able to provide you with the services you are seeking. It is up to you to update your personal information. If you are unable to update your personal information held by us yourself you must notify us of the changes as soon as reasonably practicable.

Where we are delivering a social housing service, we are required to collect information about whether you meet the DHPW *Social Housing Eligibility Criteria*, pursuant to the *Housing Act 2003* (Qld) and *Housing Regulation 2015* (Qld).

We are not likely to disclose your personal information overseas, except as permitted by the IP Act, unless we otherwise advise you in writing.

More detailed information about the way we use, disclose and secure your personal information, how you can access and correct that information and how you can make a complaint about a breach of the Information Privacy Principles can be found in our privacy policy, available by contacting us at:

Street address: Level 5, 973 Fairfield Rd, Yeerongpilly QLD 4105

Email address: info@jacarandahousing.com.au

Telephone: (07) 3392 8848

Facsimile: (07) 3392 7729

Website: www.jacarandahousing.com.au