

# 個人資料收集聲明

## 個人資料收集

- 香港國際電影節協會有限公司(以下簡稱「協會」)將收集閣下在此表格內填報的個人及其他有關的資料。

## 資料用途

- 為了處理閣下的申請及向閣下提供節目資訊和其他服務，協會需要收集閣下的個人資料，此要求適用於已成為及有意成為協會客戶之人士。
- 閣下的個人資料將用作戶口處理、提供產品與服務、作市場推廣用途及會員存檔。如閣下未能提供足夠資料或此表格內顯示為必須項目的個人資料，協會或不能為閣下提供相關服務。

## 資料轉簡

- 為向閣下提供完善服務，協會需與其他公司訂立契約，代協會進行不同服務，例如收集申請表格、處理訂單、提供郵遞服務、市場支援、進行市場調查等等。讓上述契約公司能提供服務，協會需有限度地向他們提供閣下的資料，並作出最嚴謹的保安及保密要求。除提供以上列出所需進行的服務外，他們也不能使用閣下的個人資料作任何其他用途。
- 除非協會已通知並獲得閣下的同意，或有法律及法定機構要求下，否則在任何情況下，協會不會披露閣下的個人資料。

## 查閱個人資料及查詢

- 根據《個人資料（私隱）條例》，閣下有權：
  - 查閱和更正協會持有閣下的個人資料。
  - 
  - 查明協會有關個人資訊的政策及實務，以及協會所持有個人資料的性質。

所有需要查閱、更正資料、停止通信、問題或投訴，應致函予以下人士及地址：

香港國際電影節協會有限公司

助理營運主任

地址：香港九龍觀塘道 370 號創紀之城 3 期 21 樓

電郵：info@hkiff.org.hk

電話號碼：(852) 2970 3300

傳真號碼：(852) 2970 3011

# **Personal Information collection Statement**

## **Information Collection**

Please note that the Hong Kong International Film Festival Society Limited (“the Society/we”) collects your personal information through your submission of this Booking Form.

## **Purpose of Collection**

- Processing your application and provide information and services, we will require you to provide your personal information to us. This applies to both existing and potential subscribers and customers.
- The Society will use your personal information for account operation, for provision of products & services and for marketing & promotional and membership archival purposes. Please note that failure to provide sufficient personal information as requested in the mandatory fields on this Booking Form will render us unable to provide your requested services.

## **Transfer of Information**

- Personal information held by the Society will be kept confidential but we may provide such data to our contractors or third-party service providers who process applications & order and provide mailing services, marketing support & research activities on our behalf. To enable their execution of the above services, we will need to provide them with access to personal information on a minimum need-to-know basis. However we will impose the strictest requirements of security and confidentiality on their data handling. They will not be permitted to use the personal information for anything else other than providing the required services set out above.
- Unless we have informed you beforehand and have obtained your authorization, or are obliged to do so by law and regulatory authorities, we will not, under any circumstances, disclose your personal information.

## **Access to Personal Data and Enquiry**

- According to the Personal Data (Privacy) Ordinance, you have the right:
  - To check whether we hold personal data about you and to access such data;
  - To require us to correct inaccurate data;
  - To ascertain our policies and practices in relation to personal data and the kind of personal data held by us.

Please send request to access & correct data, to cease communications, and questions or complaints should be addressed is as follows:

### **Hong Kong International Film Festival Society Limited**

Assistant Operations Officer

Address: 21/F, Millennium City 3, 370 Kwun Tong Road, Kowloon, Hong Kong

Tel:(852) 2970 3300

Fax:(852) 2970 3011

Email: [info@hkiff.org.hk](mailto:info@hkiff.org.hk)