

Privacy Policy

At She Sharp, we're committed to handling your personal information with care and transparency, in line with the New Zealand Privacy Act 2020.

This policy outlines how we collect, use, store, and protect the personal information you share with us when you engage with our events, volunteer activities, or other initiatives.

What We Collect

We collect personal information when you engage with us — whether you're attending an event, speaking, or volunteering. This may include:

- **Event attendees:** Name, company, email address, and dietary requirements (collected during ticket purchase).
 - **Speakers:** Name, company, job title, and a photo (to promote your involvement and manage event logistics).
 - **Volunteers/Ambassadors:** Your CV, which may include your name, address, mobile number, and work history (to help us match you with suitable opportunities).
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Why We Collect Your Information

We collect your personal information in order to:

- Organise and manage events effectively
 - Communicate important event details with attendees, speakers, and volunteers
 - Promote speaker involvement on our website, social media, and other materials
 - Match volunteers to relevant activities based on experience and skills
 - Improve our event planning and engagement strategies
 - Keep you informed about future events, initiatives, and opportunities related to She Sharp
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Who We Share Your Information With

In general, your information is only shared internally with our organising team. However, in some cases, we may share relevant details with:

- Event partners or sponsors (for example, for dietary planning or speaker coordination)
- Third-party platforms used for ticketing, email communications, or event registrations (such as Humanitix, Google Forms, or Mailchimp)
- Our website or social media platforms, when promoting event speakers or highlighting community stories
- Regulatory authorities or law enforcement agencies, if required by law

We do not sell or share your personal information with unauthorised third parties.

Optional Information

Providing your information is entirely optional, but if you choose not to supply essential details (e.g. contact details, dietary needs), we may not be able to:

- Confirm your event registration
 - Tailor your event experience (e.g. catering to dietary restrictions)
 - Connect you with appropriate volunteer opportunities
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How We Keep Your Information Safe

We take your privacy seriously. Access to your personal information is limited to authorised She Sharp team members who have signed confidentiality agreements or non-disclosure agreements (NDAs).

We retain your information only for as long as necessary to fulfil the purpose it was collected for, or to meet legal and operational requirements.

Accessing or Correcting Your Information

You have the right to access and correct any personal information we hold about you. To request a copy or update of your information, please contact us at **info@shesharp.co.nz**.

We may take steps to verify your identity before processing your request to ensure your privacy is protected.

Updates to This Policy

This privacy policy may be updated from time to time. Any changes will be published on our website. By continuing to engage with She Sharp, you agree to the most recent version of this policy.