

## **Royal MTC Patron & Donor Privacy Protection Commitment**

Royal Manitoba Theatre Centre acknowledges the individual's right to privacy and is committed to protecting the confidentiality of its patrons' personal information. While Royal MTC has always had this aim, its privacy policy provides patrons with all of the safeguards recently standardized in the Personal Information Protection and Electronic Documents Act (PIPEDA), which became effective January 1, 2004.

A not-for-profit charitable institution, Royal Manitoba Theatre Centre's operations include (but are not limited to) the John Hirsch Mainstage, the Tom Hendry Warehouse, the Winnipeg Fringe Theatre Festival, The Master Playwright Festival, and the Regional Tour.

Royal MTC collects, uses, retains and discloses personal information in order to: complete and establish and serve you as a customer and to enhance the theatregoing experience as much as possible; issue tickets, invoices, receipts or other documentation that may be reasonably required; process your payment with a financial institution; provide you with information and invite you to attend future performances at Royal MTC or other performances we believe may be of interest to you; provide you with information and invite you to contribute or participate in our fundraising campaigns, events and programs; maintain adequate accounting and tax records; assess the quality and quantity of our performances and services; meet any legal, governmentory or regulatory requirements; and to protect the interests of you and Royal MTC. Depending on the nature of a patron's relationship with Royal MTC, such information may include the following: home address, phone number(s), fax number(s), e-mail address(es), credit card number(s), date of birth, name(s) and age(s) of spouse/partner and/or dependents, familial relationships, a complete record of all tickets purchased and donations made, requests for brochures, and preferences or special needs identified by the patron, such as special-access seating or hearing assistance devices. The Royal MTC does not lend, rent or sell its patron list to any organization or individual. Royal MTC does contract third-party agencies to prepare mailings and conduct research on its behalf. A privacy protection clause is included in all contracts with such third parties to guarantee that they provide the same level of protection as the Festival itself.

If registered for Royal MTC's e-news, you can unsubscribe at any time by selecting the link at the bottom of every email.

If you have questions about your personal privacy or would like a copy of our full Patron Privacy Statement, please write to:

Royal Manitoba Theatre Centre  
Attention: Privacy Officer  
174 Market Ave  
Winnipeg, MB R3B 0P8

