



Live. Create. Inspire.

## **PAL Ottawa Supporting Cast: Your Privacy Rights**

### **Your right to access your information**

You have the right to access the personal information contained in your PAL Ottawa Supporting Cast (PAL OSC) record. You also have the right to request this information be corrected within your record. You also have the right to change or withdraw your consent at any time.

To access your own PAL Supporting Cast record, contact:

PAL Ottawa, Privacy Officer  
c/o Council for the Arts in Ottawa  
Arts Court  
2 Daly Ave.  
Ottawa, ON K1N 6E2

### **Your right to voice your concerns**

If you believe any of your privacy rights have been violated in any way, please contact the PAL Ottawa Privacy Officer. If the PAL Ottawa Privacy Officer cannot resolve your concerns, you may wish to contact:

The Office of the Privacy Commissioner of Canada  
Place de Ville, Tower B, 3rd Floor  
Ottawa, ON K1A 1H3  
Fax: 613-947-6850  
Inquiries (Toll Free): 1-800-282-1376

### **Your right to know how PAL Ottawa Supporting Cast collects your information**

Your knowledge and consent are required for the collection, use or disclosure of your personal information and personal health information, except where permitted by law. PAL OSC will identify the purposes for which your information is collected and will obtain consent prior to collecting your information. PAL Ottawa Supporting Cast may use your information to prepare statistical reports. PAL Ottawa may disclose statistical reports externally; these do not contain any client or staff information that could be used to identify an individual.