



## Access Application to the Archers Diary event management and recording software

Archers Diary is available for use by any of the Clubs throughout Australia who are registered and affiliated with Archery Australia Ltd.

Please fill out the form below to request a log in to allow you to administer the system on behalf of your club.

I hereby request login details to allow me to Log on and access the Archers Diary event management and recording software for my ( Club / RGB / AA ), strike out whichever is not applicable.

Clubname:.....

RGB:.....

Name:.....

Signature: .....

Title:.....

Email..... Phone:.....

Date: .../...../.....

We hereby authorise the above person to be given the logon details for our Club.

President of Club / RGB

Secretary of Club /RGB

Name:.....

Name: .....

Signature:.....

Signature: .....

Date: ..../...../.....

Date: ..../...../.....

**NOTE: all the above people signing this form must be and remain current financial members of Archery Australia Ltd. to maintain this log on**

Return completed forms to :

Archery Australia Ltd  
P.O. Box 32,  
Sydney Markets NSW 2129  
Or Email [info@archery.org.au](mailto:info@archery.org.au)



## **ARCHERS DIARY event management and recording software**

### **Confidentiality / Privacy Agreement**

I hereby acknowledge that I understand that my use of the Archers Diary event management and recording software and any associated systems is under the following conditions;

- All information viewed or downloaded from the system shall be kept strictly confidential and will only be used to allow me to carry out the duties assigned to me by my Club, RGB or Archery Australia.
- I Shall keep my password secure and not allow anyone else to use it.
- If I believe that my password has or may have been compromised then I will notify Archers Diary immediately to have it reset.
- Any computer that I use to access the system shall have; A password protected at the log on stage or start up Up to date antivirus software Connection only to a secure Internet connection.
- Any printed material which contains sensitive information --- names, addresses, contact details, etc --- shall be shredded or otherwise securely destroyed prior to disposal when it is no longer required or upon my cessation in the role assigned by my Club, RGB or Archery Australia that required my access to it.
- Any files stored electronically containing the above sensitive information shall be deleted when either no longer required or upon my cessation in the role assigned by my Club, RGB or Archery Australia that required my access to it I understand and agree to these conditions.

NAME: \_\_\_\_\_ Signed: \_\_\_\_\_

Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Return completed forms to :

Archery Australia Ltd  
P.O. Box 32,  
Sydney Markets NSW 2129  
Or Email [info@archery.org.au](mailto:info@archery.org.au)