

# Privacy Notice for Providing Digital Help

When providing digital help, our staff and volunteers may see personal information on your device, such as emails, messages, or saved passwords. We respect your privacy and will not record or store any information we see.

To protect your privacy:

- You are in control—only share what you are comfortable with.
- We do not help with online purchasing of any kind.
- We do not help with internet banking, Inland Revenue, Government forms including Visas.
- We do not make arrangements to continue digital help outside the library or via online/digitally. All help must be given during the digital help session.

By participating, you understand that our staff and volunteers will take care to respect your privacy, but we cannot be responsible for any personal information you choose to share during the session.

The [QLDC Privacy Policy](#) is available on the QLDC website.

If you have any concerns, please let us know before we begin.

*Te whakapuāwai i kā hinengaro me kā hāpori. Enriching minds and communities.*

 [qldclibraries.govt.nz](https://qldclibraries.govt.nz)  [libraries@qldc.govt.nz](mailto:libraries@qldc.govt.nz)  [qldclibraries](https://www.instagram.com/qldclibraries)  [ctlakeslibraries](https://www.facebook.com/ctlakeslibraries)

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