

**18 Glasolien Street, Vermont Hermanus 7200 Western Cape South Africa**  
**Cell: 082 805 9052    [info@koolkidscasting.co.za](mailto:info@koolkidscasting.co.za)**

## **PROTECTION of PERSONAL INFORMATION NOTIFICATION**

The Protection of Personal Information Act (Act No. 4 of 2013) has as its aim the protection of personal data and outlines how it should be safeguarded, collected, processed, shared, stored and managed.

In the interests of transparency the agency (Kool Kids Casting Club CC, registration number 2003/014935/23) is committed to protecting your personal data. This notification provides information on the type of data collected from the data subject (yourself) as well as how and why the agency processes this data (personal information).

- 1) **Information Officer:** Nichola Ann Wilmot  
**Address:** 18 Glasolien Street, Vermont, Western Cape, 7201 South Africa  
**Email address:** [info@koolkidscasting.co.za](mailto:info@koolkidscasting.co.za)  
**Contact numbers:** 0828059052

### 2) **Purpose of data collection**

The model's personal data is collected for several reasons depending on the purpose it is required for, including, but not limited to:

- 2.1) in order to be compliant with any legal requirements imposed upon the agency
- 2.2) in order to pay the model
- 2.3) in order to register the model as a tax payer if necessary
- 2.4) in order to promote the model effectively
- 2.5) in order to match a model to a suitable role in a casting brief
- 2.6) compliancy with SARS and other government organisations' legal requirements
- 2.7) compliancy with the Department of Employment and Labour's *Basic Conditions of Employment Act, No. 75 of 1977: Sectoral Determination 10 (Children in the performance of advertising, artistic and cultural activities, South Africa)*.
- 2.8) in order to advise client / production company of a specific medical condition that a model may have (for safety purposes on a shoot)
- 2.9) in order to advise client / production company of any dietary restrictions a model may have (for catering purposes on a shoot)
- 2.10) in order for the agency to contact you to notify you of castings, bookings and other important information that needs to be conveyed to you

### 3) **What personal data is collected**

- 3.1) Identity number
- 3.2) Income tax reference number

- 3.3) Contact details (cell number, telephone number, email address, physical address)
- 3.4) Banking details (only for payment and SARS related purposes)
- 3.5) Physical attributes, skills and abilities, clothing sizes and measurements
- 3.6) Copy of child's birth certificate (in order to comply with 2.7 above)
- 3.7) State of health (for health declarations occasionally required by production companies / clients for a particular production)
- 3.8) Special personal data (sexuality, race, ethnicity, gender identity, age, state of health) is collected only for specific purposes such as, but not limited to, matching a model to a specific casting brief, or compliance with *Sectoral Determination 10* (child's age)

#### **4) Parties that receive this personal data**

- 4.1) Clients/ casting directors: in order to match a model to a suitable role in a casting brief
- 4.2) Production companies and stylists: to obtain correct information for wardrobe fittings
- 4.3) Production companies / clients in order to be able to contact the model if necessary, and in order to compile a call-sheet for the shoot / production
- 4.4) Accounting departments in order to be able to process payments and IRP5 tax certificates
- 4.5) Production companies / clients in order to obtain a permit to shoot / film a child model up to and including 14 years of age in accordance with *Sectoral Determination 10*.


#### **5) Your rights as the Data Subject**

- 5.1) You have the right to: request access to your personal data, amend your personal data, object to the processing of your personal data, request deletion of your personal data, request transfer of your data to a third party and to withdraw consent (unless the data is required by the Agency in order to comply with lawful requirements and regulations).
- 5.2) If your data is required for the Agency to fulfil its legal and lawful duties, you expressly agree to this.

#### **6) Undertaking by the agency**

- 6.1) the agency undertakes to process only the information required in order to fulfil its functions as an agency. This includes supplying of personal data to Third Parties for shoots / productions to take place and to fulfil legal obligations imposed on those Third Parties by law.
- 6.2) the agency undertakes to process personal data in order to comply with legal obligations imposed on it by law.
- 6.3) the agency undertakes to take all reasonable steps to protect your personal data and to prevent unauthorised access to such data.
- 6.4) the agency undertakes only to retain your personal data for the period for which it is required.

Signed by: Nicky Wilmot  
For and on behalf of: Kool Kids Casting Club CC  
Date: 1<sup>st</sup> July 2021

Signature:   
Place: Cape Town