

## **Data Collection Notice**

### **Melbourne Writers Festival 2026 – Post Festival Survey**

Thank you for participating in the Melbourne Writers Festival Post-Festival Survey. You must be 18 years of age or older to participate.

This survey is being conducted to help us evaluate and improve future festival programming, events and audience experiences. Your feedback will inform festival planning, reporting and audience research activities.

Survey responses are confidential but not anonymous. As part of the survey process, we will collect your email address for the purposes of administering the survey prize draw, contacting prize winners and, where necessary, following up in relation to survey responses. Your email address will not be publicly associated with your responses.

Survey responses will be collected and stored securely in Airtable, a third-party platform. Responses will be accessed only by authorised festival staff and approved research personnel and partners involved in festival evaluation and analysis activities. Data will be retained only for as long as necessary to support evaluation, reporting and research activities, after which identifiable information will be securely deleted or de-identified in accordance with organisational and research data management practices.

De-identified and/or aggregated survey data may be shared with The University of Melbourne as a festival research partner. The University and associated research personnel, including supervised student researchers or interns, may undertake further analysis of the survey data for research, evaluation and audience insight purposes only. Individual respondents will not be publicly identified in any reporting, publications or presentations arising from this work. Findings will be reported in aggregated or de-identified form.

This evaluation is being conducted in accordance with appropriate privacy, confidentiality and research practices. Any research or reporting arising from this work will seek to protect the confidentiality and privacy of participating individuals and schools. Where applicable, research activities undertaken by partner universities may be conducted in accordance with relevant university ethics and research governance requirements.

Participation in this survey is voluntary. Survey findings may be used in internal reporting, funding acquittals, strategic planning, research activities and future festival development.

Any personal information collected through this survey will be handled in accordance with our [Privacy Policy](#).

For more information, or if you have questions about how your information is managed, please contact [admin@mwf.com.au](mailto:admin@mwf.com.au).