# PROVIDENCE CITY Rich Heritage | Vibrant Future



### **Privacy Policy Statement**

<u>In short:</u> We care about your privacy, we use the minimal extent of information we need to provide you with services you requested, we safeguard your data and we do not monetize it or improperly share it.

<u>In detail:</u> This Privacy Policy Statement (the "Statement") is provided by Providence City ("we," "us," or "our") in compliance with Utah Code Section 63D-2-103. We are committed to protecting your privacy. This Statement explains how we handle your information when you visit this webpage. We want you to understand how your data may be collected, used, and secured.

#### Who We Are and How to Reach Us

We operate this governmental website and are considered the administrative body.

If you have any questions or concerns, please reach out to us:

Phone: 435-752-9441

Email: providencecityutah@gmail.com

## What Information We Collect and How It May Be Used

In establishing and maintaining this official web site, the City does not intend to create a public forum or other means by which public discourse, exchange of opinions, or discussion on issues of any nature may occur. Rather, the sole and limited purpose of this web site and permitted external links is to provide information of a factual nature relating to Providence City Corporation.

- Providence City Corporation takes your privacy seriously. We will collect no personally identifiable information about you when you visit our web site or use our services unless you choose to provide that information to us. If you send the city email that contains personally identifiable information, we may use the information to respond to you. Please do not send information that you would not want a third party to read. For example, please do not send your Social Security number or credit card information via email, as it is unlikely that this data is needed to respond to your email. You should be aware that most email will constitute a public record and be subject to disclosure to the public upon request in accordance with the Utah State Revised Statutes. Please also be aware that when you link to another web site, you are subject to the privacy policy of the new web site. If you choose to pay your utility bill on-line, be advised that is done on our web site through Xpress Bill Pay under a secure server.
- The City does not collect any personally identifiable information about you other than information that you affirmatively choose to submit to us. The City does not create individual profiles for visitors.

• This Web Site Policy covers Providence City Corporation's treatment of personally identifiable information that is collected when you are on the City's web site. This policy does not describe information collection policies on other sites, including those linked to or from Providencecity.com

#### **Disclosure Practices**

• We may disclose information about you if we have a good-faith belief that we are required to do so by law or legal process, to respond to claims, or to protect the rights, property or safety of Providence City Corporation or its citizens.

#### **Access and Corrections**

- Providence City Corporation has made every effort to insure the accuracy of the information provided on its web site. However, due to the possibility of unauthorized modification of the data, transmission errors, HTML browser incompatibilities, changes made since the last update to the web site or other aspects of electronic communication that are beyond the City's control, the City does not guarantee the accuracy of the information provided on its web site and is not liable for reliance on this information. Please contact the City at 435-752-9441 to verify the accuracy of any information.
- You have the right to access and correct your information. To do so please contact the city offices at 435-752-9441

#### **External Links**

• The City's web site contains links to other sites. These links allow you to leave the City's web site to access other information. Please be aware that the sites available through these links, and the materials that you may find at the linked web site, are not under the control of the City. The fact that the City makes these links available to you is not a recommendation, sponsorship, or endorsement by the City of these sites, the sites' content, the sites' host, or any political, commercial, or religious organization, viewpoint, or information expressed at these sites. Providence City Corporation is providing these links only as a convenience. The City specifically disavows legal responsibility for what you may find on another site or for the personal opinions of individuals posted on any site via the City site and whether or not operated by the City. The views and opinions of the authors of documents published on or linked to the City's web site do not necessarily state or reflect the opinion, policy, or position of Providence City Corporation.

## **Security**

• Providence City Corporation takes precautions to protect your information. When you submit sensitive information via the website, your information is protected both online and offline Wherever we collect sensitive information (e.g. applications, licenses, credit card information etc.), that information is encrypted and transmitted to us in a secure way. You can verify this by looking for a lock icon in the address bar and looking for "https" at the beginning of the address of the webpage.

• While we use encryption to protect sensitive information transmitted online, we also protect your information offline. Only employees who need the information to perform a specific job (for example utility registration, billing, or customer service) are granted access to personally identifiable information. The computers and servers in which we store personally identifiable information are kept in a secure environment. This is all done to prevent any loss, misuse, unauthorized access, disclosure, or modification of the user's personal information under our control.

#### **Note on Records Classification**

Personally identifiable information is not classification of records under Utah Code Section 63G, Chapter 2, Government Records Access and Management Act. Access to government records is governed by Utah Code Section 63G, Chapter 2, Government Records Access and Management Act.