

## **City of Santa Paula-Web Site Privacy Statement**

Thank you for visiting the City of Santa Paula's web site. Please be assured that the City respects your privacy. Accordingly, the City does not collect any information about you when you visit this web site including, without limitation, your identity or use habits. Moreover, the City does not use web browser cookies of any type or for any purpose. The City will only collect personal information that you choose to voluntarily provide.

If you choose to voluntarily submit information to the City, it will only be used to respond to your questions or requests. In order to provide electronic commerce capabilities, the name, address and payment information (if applicable) that you might provide when using this Web site may be collected and processed to complete an online transaction and for record-keeping for such activities as billing, permits, licenses and other business-related purposes.

### **Access to Personally Identifiable Information**

You should be aware that the City is a public entity and may be required to disclose your information in response to a request for documents under the California Public Records Act or other applicable laws.

### **Use of Voluntarily Submitted Information:**

- The City's goal in collecting personal information online is to provide personalized and effective service. To the extent provided by law, the City will maintain the confidentiality of information it receives online.
- Using e-mail addresses provided at registration or otherwise, users are giving the City permission to periodically send out e-mail newsletters and promotional email to its users about web site updates, and product and service information offered by the City. Use of proper email addresses is also required in some form submission pages to properly generate and transfer the message to City staff.
- Users may indicate that they do not wish to receive e-mail information from the City. Upon request, the City will remove users (and their information) from the City database or permit them to elect not to receive any further e-mail newsletters or contact.
- Communications made through e-mail and messaging systems does not constitute legal notice to the City or any of its agencies, officers, employees, agents or representatives, with respect to any existing or potential claim or cause of action against the City or any of its agencies, officers, employees, agents, or representatives, where notice to the City is required by any federal, state or local laws, rules or regulations.
- One of the City services online is to provide educational information about Santa Paula. Consequently, minors are not restricted from visiting the City site. The City urges minors only to give the City any information after getting permission from their parents or guardians.

Note that the City does analyze user traffic patterns on its website from information automatically provided by internet browsers. This information is used to gather general statistics and does not identify individuals. Such information includes:

- The Internet domain name (for example, “xcompany.com” if you use a private Internet access account or “yourschool.edu” if you connect from a university’s domain);
- The IP address used to access the City’s website;
- The date, time and pages of the visit;
- The browser and operating system;
- The referring page (the last web page you visited before clicking on a link to our site).

The City does **not** warrant:

- That the functions contained on the website will be uninterrupted or error-free.
- That defects in the website will be promptly corrected.
- That this website or the server that makes it available is free of viruses or other harmful components.
- That the City is responsible for the content or the privacy policies of web sites to which it may provide links.

### **Non City Web Sites**

This web site may contain links to web sites outside of the City of Santa Paula including those of federal, state, or local governments and private organizations. Should you choose to follow a link to a different web site, you will then subject to the privacy policies, if any, of that web site.

### **Security in General**

- The City uses reasonable precautions to keep the personal information disclosed to the City secure.
- The City web site employs industry-standard methods to monitor network traffic to identify unauthorized attempts to upload or change information or otherwise cause damage.

The City’s web servers are maintained to provide public access to City information via the Internet. The City’s web services and the content of its web servers and databases are updated on a continual basis. While the City attempts to keep its web information accurate and timely, the City neither warrants nor makes representations or endorsements as to the quality, content, accuracy or completeness of the information, text, graphics, hyperlinks, and other items contained on this server or any other server. Web materials have been compiled from a variety of sources, and are subject to change without notice from the City as a result of updates and corrections.

Further, some materials on the City’s web site and related links may be protected by copyright law, therefore, if you have any questions regarding whether you may: a) modify and/or re-use text, images or other web content from a City server, b) distribute the City’s web content, and/or c) "mirror" the City’s information on a non-City server, please contact the City’s Information Systems Manager at (805) 933-4201.

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