

Town of Circleville – Website Privacy Policy Statement

This Website Privacy Policy Statement (the “Policy”) is provided by the Town of Circleville (“Town,” “we,” “our,” or “us”) in compliance with Utah Code §63A-19-402.5. The purpose of this Policy is to inform users of the Town’s official website about the collection, use, and protection of personally identifiable information (“personal data” or “user data”). We are committed to protecting your privacy and ensuring transparency about how your data is handled.

1. Who We Are and How to Reach Us

This website is operated by the Town of Circleville. If you have any questions, concerns, or requests regarding this Policy or your personal information, you may contact us at:

Town of Circleville
P.O. Box 69
Circleville, Utah 84750
Phone: 435-231-1414
Email: cvuttownclerk@gmail.com

2. Your Privacy Rights

Under Utah Code §63A-19-402.5, you have specific rights regarding your personal data and user data collected through this website. You have the right to:

- Access your personal data or user data maintained by the Town.
- Request correction or amendment of your personal data or user data.
- File a complaint with the Utah State Data Privacy Ombudsperson.
- If you are an at-risk employee as defined under Utah Code §63G-2-302, request that your personal information be classified as a private record.

3. What Information We Collect

You are not required to provide personal information to visit our website. However, the Town may request personally identifiable information (such as name, email, physical address, or phone number) if you use online forms or services. Information voluntarily submitted to the Town through this website is handled as it would be during an in-person visit to Town offices.

This website may automatically collect certain statistical information (such as your IP address, browser type, and visit duration) to improve site functionality and user experience. No data revealing political opinions, religious beliefs, health status, or similar sensitive information is collected.

4. How We Use Your Information

The Town uses personal information only as necessary to operate its website, provide requested services, respond to inquiries, and communicate important updates. Personal data is not sold. Information may be shared only with Town departments, contractors, or third-party service providers performing official Town functions, and only as permitted by law.

5. Website Tracking Technologies

The Town's website may use standard web technologies such as cookies, analytics tools, or similar mechanisms to gather aggregated, non-identifiable information about user interactions. This information helps improve the website's performance and usability. Users can manage cookie settings through their browser preferences.

6. Data Sharing and Record Classification

The Town does not sell or trade personal data. Information collected may be disclosed as required by the Utah Government Records Access and Management Act (GRAMA) or other applicable law. Personally identifiable information is not, by itself, a classification of record under GRAMA. The record series containing user data are maintained in accordance with approved Town retention schedules.

7. Access, Corrections, and Complaints

To access or correct your information, please contact the Town Clerk at the contact information above. If you believe your privacy rights have been violated, you may file a complaint with the Utah Data Privacy Ombudsperson through the Utah Office of Data Privacy (privacy.utah.gov).

8. Security of Your Information

The Town takes reasonable precautions to protect personal data from unauthorized access, loss, or misuse. However, no electronic transmission or storage system can be guaranteed to be 100% secure. By using this website, you acknowledge and accept these inherent security limitations.

9. Links to Other Websites

This website may include links to other government or private websites. The Town is not responsible for the content or privacy practices of external sites. Users are encouraged to review the privacy statements of any linked websites they visit.

10. Policy Updates and Effective Date

This Policy may be updated from time to time to reflect changes in legal requirements or Town practices. Any updates will be posted on the Town's homepage with the effective date clearly indicated.

Effective Date: November 2025