



# Privacy Policy Statement

**In short:** 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.

## In detail:

This Privacy Policy Statement (the “Statement”) is provided by [Your Government Entity Name] (“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. [If your entity is not the website operator, make that distinction here and include both, your entity as well as the website operator detail]

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

Phone: [Provide Telephone Number]

Email: [Provide Email Address]

Our administrative body is [provide your regulator], and they can be reached at [Provide Email Address]

## What Information We Collect

Here’s what we collect when you visit our webpage:

- [List the types of personally identifiable information collected, such as name, email, cookies, etc.]

## How We Use Your Information

We use your information for the following purposes:

- [Explain how the information is used by us in specific terms, try avoiding vague statements such as “to serve you better”]

## Disclosure Practices

We care about your privacy. We only share your information when necessary. Here’s how we handle disclosures:

- [Explain our practices regarding the disclosure of your information, include 3<sup>rd</sup> parties or categories of 3<sup>rd</sup> parties you may share the data with and why.]

## Access and Corrections

You have the right to access and correct your information. Here’s how you can do it:

1. [Describe the steps for users to request access and make corrections in simple terms, provide links if possible]

## Keeping Your Information Secure

Your data’s safety is our priority. We have taken adequate measures to protect it. Here’s how we ensure your data stays safe:

- [Provide a brief overview of the security measures you have in place; include contractual requirements you place on all your providers]

## 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.

## Review of This Notice

We want you to feel comfortable using our services, knowing that your privacy is respected and protected. We welcome your feedback on this notice, which is reviewed annually. For more information on our privacy or records management practices click here.

[provide a link to additional policies or procedures that you may have that deal with privacy]

### Last revision:

[provide date of last revision]