

# **CITY OF ELMHURST DISCLAIMER**

## **Terms and Conditions of Use**

The City of Elmhurst created and maintains all content on [www.ExploreElmhurst.com](http://www.ExploreElmhurst.com). The City of Elmhurst is not liable to any user or third party for any damages or lost profit resulting for the use or misuse of any data within this site. The user assumes the entire risk related to the use of any data within this site.

Written permission is required from the City of Elmhurst for the use of any seals, logos, designs, slogans, images, trademarks or services found on this website.

The information on the Explore Elmhurst website maintained by City staff. The City is committed to keeping the information provided on this website accurate and updated, however, we cannot guarantee this. If you see something that should be updated, please contact us.

## **Privacy Policy**

The City of Elmhurst has created this Privacy Policy to demonstrate our commitment to your privacy.

Our staff is responsible for maintaining our commitment to this policy and for protecting your personal information. Please read the Privacy Policy to understand how your personal information will be treated as you make full use of the information and services of [www.ExploreElmhurst.com](http://www.ExploreElmhurst.com).

Most of the information accessible on [www.ExploreElmhurst.com](http://www.ExploreElmhurst.com) does not require you to identify yourself. You may access it anonymously. However, personal information is collected when you choose to provide it.

For more information, or if you have questions or concerns, please contact us.

## **Collection of Personal Information**

We collect and retain personal information for the following purposes:

1. To process your requests for services or further information
2. To communicate with you regarding services that you have requested
3. To identify you if you have a query or concern about the service that you have requested
4. To advise you about changes to our web service offerings and of service interruptions
5. To meet legal and regulatory requirements

## **Correcting/Updating Personal Information**

If your personal information changes (eg. name, address, postal code, telephone number, etc.), or you no longer desire our services, we will provide a way for you to correct, update or remove this information.

## **Use and Disclosure of Personal Information**

The City of Elmhurst does not use or retain personal information that you provide to us for any secondary purposes unless we clearly notify you and gain your permission first. We will not sell, share, rent or otherwise disclose your personal information to any organization or individual outside the City of Elmhurst unless we ask your permission. The exceptions to this policy of non-disclosure are stated below. The City of Elmhurst may disclose your personal information:

1. To companies contracted to process your requests
2. For law enforcement purposes

From time-to-time our site may request information from you via polls and surveys. Participation in these polls and surveys is completely voluntary and you have a choice of whether or not to disclose the information requested. Survey information will be used solely for the purposes of monitoring and/or improving the use and satisfaction of this site. If you choose not to participate in surveys, you will still be able to use our site or request services or products from us.

## **Protection of Personal Information**

The City of Elmhurst takes every precaution to protect your personal information.

### **Exceptions**

There may be certain exceptions to the Privacy Policy. Any and all exceptions will be CLEARLY identified at the moment that information is being gathered.

### **Links to Other Websites**

www.ExploreElmhurst.com contains links to other sites (eg. community links, business links, etc.). Please be aware that the City of Elmhurst cannot be held responsible for the privacy practices of other sites. We encourage you to read the privacy statement of each and every website that you visit before you provide any personal information. This Privacy Policy applies solely to information collected by the City of Elmhurst through www.ExploreElmhurst.com.