

## **Website and Online Privacy Disclaimer for City of Oregon City**

### **Terms and Conditions**

Thank you for visiting the City of Oregon City Internet Website ("Site" or "City of Oregon Site"), brought to you by the City of Oregon City, Oregon ("City"). Use of this Site is conditioned on acceptance, without modification, of the following Terms and Conditions ("Agreement") contained herein by you (the user of this site). By continuing past the home or front page of this Site constitutes your agreement and assent to all such terms and conditions. If you do not agree to and accept the terms and conditions, you must leave this Site immediately.

By visiting the City of Oregon City Site, you agree to the following:

#### **License to Use the Site**

The City hereby grants you a non-exclusive, revocable license to use this Site in accordance with this Agreement. The City reserves the right to suspend or revoke this license at our sole discretion without notice. You should print this Agreement for your records.

#### **Conditions of Use**

As a condition of your use of the City Site, you warrant to the City of Oregon City that you will not use this Site for any unlawful purpose or for any purpose that is prohibited by these Terms and Conditions. You may not use this Site in any manner that could damage, disable, overburden, or impair the City's Site and servers, or interfere with any other party's use and enjoyment of the Site. You may not obtain or attempt to obtain any materials or information through any means not intentionally made available or provided for through the City Site.

The images and materials on the City Site are City property, public domain, fair use, or otherwise credited. Except for fair use or material already in the public domain, persons must obtain all necessary permission, including the permission of the City, prior to re-posting or any commercial or personal use.

#### **Privacy**

This Site allows you to e-mail certain persons associated with the City of Oregon City. In order to send an e-mail to a person associated with the City, at the very least, you must disclose your e-mail address. If you are unwilling to do so, you should not send an e-mail via this Site. The

transmission of e-mail between you and the Site is not encrypted and may not be secure. All transmission of information to, from, or over the Site is at your own risk. At this time, this Site does not collect any other personally identifiable information. As a public entity, the City is required to maintain many documents as public records. These records are generally open to the public for inspection. You should assume that all information submitted to the City via this Site or through e-mail are non-confidential and are open to public inspection. During your visit to the Site, the City may use your Internet Protocol ("IP") address to help diagnose problems with our server and to administer the Site. The City uses IP addresses to gather non-personally identifiable demographic information, such as how many users visited a certain page of the Site, but do not track a specific IP address to the identity of an individual user. This privacy provision may change from time to time. The City reserves the right to change this section by posting the changes on this Site, so you should review this section periodically. If you have any questions about this section, or any questions relating to privacy, please contact the City at 625 Center Street, P.O. Box 3040, Oregon City, OR 97045. No professional advice information provided via the City Site and servers should be relied upon for personal, business, medical, legal or financial decisions and you should consult an appropriate professional for specific advice tailored to your situation.

### **Links to Third Party Sites**

As a convenience to you, the Site provides links to other Internet Sites that are not owned by the City, and are not under our control ("Third Party Websites"). The City does not control those third Party Websites and is not responsible for the content included in them including, without limitation, any subsequent links contained within a linked third Party Website, or any changes or updates to a linked third Party Website. The information and products on such Third Party Websites are provided or sold by the relevant third party and not by the City. Any reference from the City Site and server to any entity, product, service or information does not constitute an endorsement or recommendation by the City of Oregon City or any of its employees. No Third Party Website is authorized to make any representation or warranty on the City's behalf. Your visit to these Third Party Websites are subject to the terms and conditions of such Third Party Website(s), and not the terms and conditions of this Site. You should refer to each Site's specific terms.

### **Possible Errors and Revisions**

THE INFORMATION, MATERIALS, FORMS, AND SERVICES (COLLECTIVELY "RESOURCES") AVAILABLE THROUGH THIS SITE MAY BE SUPERSEDED AND/OR MAY INCLUDE TYPOGRAPHICAL ERRORS OR OTHER INACCURACIES. IN ANY SITUATION WHERE AN OFFICIAL PRINTED DOCUMENT DIFFERS FROM THE INFORMATION CONTAINED IN THIS SITE, THE OFFICIAL PRINTED DOCUMENTATION TAKES PRECEDENCE. THE CITY OF OREGON CITY MAY MAKE IMPROVEMENTS AND/OR CHANGES TO ITS SITE, RESOURCES AND SERVERS AT ANY TIME.

## **Online Privacy and How Information is Used**

### **Information collected if you only browse this site**

Information is collected for statistical purposes and to help the City manage website traffic and to identify system performance or problem areas. The City reserves the right to gather and store visitor information. Session visits may initiate a process that gathers and stores certain information about the visit. This information does not identify the visitor personally.

The following are automatically collected and stored about the visit:

- a. The user's IP Address and/or Service Provider's IP.
- b. User information may include: Browser type, operating system, date and time, webpages or services accessed, and any referring Website visited prior to coming to the City's Website.
- c. Cookies. Some of the applications used by the City utilize cookies to confirm the integrity of online transactions, and enhance website performance. Cookies used in this manner do not contain personally identifiable information.

For site security purposes and to ensure that this service remains available to all visitors, the City's website employs software programs to monitor network traffic to identify unauthorized attempts to upload or change information, or otherwise cause damage. Except for authorized law enforcement investigations and the security purposes mentioned elsewhere in this notice, no other attempts are made to identify individual visitors or their usage habits.

### **What the City collects**

If a visitor to the City's Site participates in a survey, fills out a form, sends an e-mail, participates in a City-hosted mailing list, discussion, other online transaction, the following additional information may be collected:

- a. The e-mail address, and contents of the e-mail
- b. Information volunteered in response to a survey
- c. Information volunteered through an online form for any other purpose
- d. Information volunteered by participating in an online transaction with the City

If collected, the City uses the visitor's e-mail address to respond. It is the City's policy to not use the visitor's e-mail address to send unsolicited e-mail unless the visitor specifically elects to receive it. Survey information is used for the purpose identified by the survey. Information from other online forms is used only for conducting City business related to the online form. The City strives to collect the minimum information necessary to comply with applicable law.

or provide the service requested.

The City does not sell, rent or otherwise distribute visitor information, including electronic mail addresses, to any outside company or organization, unless legally required to do so.

### **Security**

The City has taken steps to safeguard the integrity of its data and prevent unauthorized access to information it maintains. These measures are designed to prevent corruption of data, block unknown or unauthorized access to its systems and to provide reasonable protection of private information in the City's possession.

This information should not be construed in any way as giving business, legal, or other advice, or warranting as fail proof, the security of information provided via the City's Site.

Unauthorized attempts to upload information or change information on this service are strictly prohibited and may be punishable under federal statutes such as the Computer Fraud and Abuse Act of 1986 and the National Information Infrastructure Protection Act.

### **Electronic Commerce**

Increasingly, visitors to the City's Site have the option to do business with the City over the Web including making electronic payments for goods and services. The City does not collect credit card information and uses PCI Compliant systems for online payments.

### **SMS Terms of Service**

By opting into SMS (text messages) from a web form or other medium, you are agreeing to receive SMS messages from City of Oregon City. This includes SMS messages for Website updates, Subscriptions you sign up for, news or critical event notifications. Message frequency varies. Message and data rates may apply. Message HELP for help. Reply STOP to any message to opt out.