

## **Privacy Notice and Policy**

### **Introduction**

Miami Township is dedicated to providing efficient and secure e-government services. The following policy outlines the collection, use, and security of all information obtained or processed by Miami Township from website users. Industry-accepted technologies are employed to safeguard all personally identifiable and sensitive information, as protecting the privacy of website users is a priority. Miami Township reserves the right to make changes to this website (including, without limitation, discontinuing this website or the services offered on this website) and any associated terms and conditions at any time, with or without notice.

### **Usage Policy**

When filling out a form or application, contacting Miami Township, participating in e-commerce, or using this site in any capacity, you agree to provide accurate and complete information, and, in the case of registration or accounts, to keep this information current and complete. By using any function of the Miami Township website, you agree to be bound by these Legal Notices ("Notices") and all other terms and conditions posted on sites provided by Miami Township or affiliated institutions or partners. You agree that the laws of the State of Ohio and Miami Township, without regard to its principles of conflict of laws, will govern these statements, terms, and any disputes that may arise between you and Miami Township concerning this website, its use, and related obligations.

By using this website, you agree to maintain the confidentiality of your personal information, including any account numbers and passwords, and to restrict access to your device. You further agree to accept responsibility for all activities conducted under your account. You should notify Miami Township immediately if you suspect unauthorized use of your account or password or any breach of this site's security.

All websites operated by Miami Township reserve the right to refuse service, terminate accounts, remove or edit content, or cancel purchases at their sole discretion or as provided by law.

### **Data Collection**

When you visit Miami Township’s website, certain information is automatically collected. This includes the type of browser and operating system used, the date and time of your visit, pages or services accessed, and the referring website. This information is used for analytics to improve site performance and service delivery. Software tools compile this data to assess website usage, identify popular content, and detect potential problems.

### **Cookies**

Cookies are used to facilitate certain website functions such as personalizing your account, accessing e-government services, or conducting e-commerce. A cookie assigns a randomly generated session ID to help process your request. Cookies are not used to identify individuals or track activity beyond our site. You may block or delete cookies through your browser settings, though this may affect your site experience.

### **Sending Email**

If you choose to contact Miami Township via email, the information you provide will be used solely to respond to your request. Your email address and other personal details will not be shared with third parties or government agencies not involved in handling your request, unless required by law. Note that regular email is not encrypted and may be intercepted during transmission. Be advised that such correspondence may constitute a public record subject to disclosure to third parties under Ohio law.

### **SMS Terms and Conditions**

Miami Township representatives may use information voluntarily collected directly from you to provide you with text/SMS communication that is timely and pertinent to the relationship. Standard message and data rates may apply depending on your carrier.

You may opt out of receiving SMS messages at any time by replying with “STOP” to any SMS message you receive from us. We do not share SMS opt-in consent with any third parties for solicitation purposes.

### **Filling Out an Online Form or Application**

Online forms and applications are used for services such as account registration and customer service. Information provided via these forms is protected using encryption technology. However, we advise against entering sensitive information in free-text fields.

If you participate in an online survey, your responses—including email—may be collected and used for the stated purpose. If you subscribe to Township newsletters or updates, your information will be stored in a mailing list which may also constitute a public record subject to disclosure to third parties under Ohio law. Each communication will include an option to unsubscribe.

### **E-Commerce**

Miami Township may offer online payment and transaction services. These are conducted under secure conditions, and information is encrypted to protect privacy. Your data is only shared with authorized financial processors. Each e-commerce site operated by Miami Township will include its own terms and privacy practices.

### **External Links**

Miami Township's website may link to external websites as a convenience. These sites are not under our control and we are not responsible for their content, security, or privacy practices. Links do not imply endorsement of the site or its operator.

### **Disclosure to Third Parties**

Miami Township does not rent, sell, or share your personal information, including email addresses or payment details, with third parties for marketing purposes. Information will only be disclosed as needed to complete your transaction or as required by law.

### **Township Accounts on External Websites**

Miami Township maintains official accounts on external platforms, including social media, for outreach and engagement. These external services are governed by their own privacy policies, and users should adjust settings according to their preferences and review each platform's terms.

### **Standards of Decorum for Social Media Engagement**

Miami Township encourages respectful dialogue through social media. Comments and posts may be removed if they include or are determined by Miami Township to be:

1. Obscene, sexually graphic, or X-rated;
2. Harassment or bullying of any kind;
3. Derogatory, offensive, or discriminatory remarks about an individual's race, gender, age, disability, national origin, physical attributes, religious or political beliefs, or sexual preference;
4. Abusive, profane, or offensive language;
5. Commercial activities;
6. Political activity;
7. Support for causes other than those sponsored by, or organized by, Miami Township;
8. Illegal activities;

9. Communications that hide or mis-identify the sender as or create the impression that the sender is someone other than the person sending the communication;
10. Any other purpose in contravention of any Miami Township policy.

### **Public Access to Information**

Under Ohio law, public records are generally available for inspection, but personal privacy is also protected. Ohio Revised Code §§1347 and 149.43 govern access to and protection of certain personal data. Submissions to Miami Township or public posts and correspondence may be public records subject to disclosure to third parties unless otherwise protected by law.

### **Review & Correction of Personally Identifiable Information**

To review or correct your personal information, please contact Miami Township at the main administrative number listed on our website ([www.miamitwpohio.gov](http://www.miamitwpohio.gov)) or reach out directly to the relevant department.

### **Security**

Miami Township monitors its network for unauthorized access and takes reasonable precautions to protect information. Attempts to tamper with or damage the website are prohibited and may result in prosecution.

### **Intellectual Property**

All content on this website is the property of or licensed to Miami Township and protected by copyright laws. This includes all graphics, logos, text, and design elements. You may not reproduce, modify, or commercially exploit any part of the site without written permission.

### **License & Site Access**

Miami Township grants a limited license to access and use the site for its intended public service functions. This does not include the right to modify, resell, scrape, or otherwise misuse the content. Unauthorized use may result in legal action and termination of access.

### **Disclaimer**

Content on this website is provided “as is” without guarantees of accuracy or fitness for purpose. Miami Township is not liable for system issues, data loss, or damage arising from the use of the website or its content. Use is at your own risk.

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