

## **Privacy Policy**

### **Our Commitment To Privacy**

Your privacy is important to us. To better protect your privacy SMCMUA is providing this notice to explain our online information practices and the choices you can make about the way your information is collected and used. To make this notice easy to find, we make it available on our website's home page.

### **The Information We Collect**

We may collect certain identifying information from, or about you, in connection with your use of or submissions to this website (collectively, the "Collected Information") or through other means such as email. For example, if you request information from us through this website, you may submit your name and contact information, such as your email address, mailing address, or telephone number, to us. If you access your account or pay your bill through this website, you may also provide information such as your bank account number and bank account information to the SMCMUA's third-party vendor website used for bill payment. If you inquire about or apply for a job with us through SMCMUA's website, you may provide us with information on your educational background, employment history, or overall compensation.

In addition, we may retain the content of any correspondence you may have with us, or our representatives, regardless of the mode of communication by which such correspondence was made. This information helps us to more effectively and efficiently respond to both current and future inquiries.

As with many other websites, the web servers used to operate this website may collect certain data pertaining to you and the equipment and communications method that you use to access the Internet and this website. For security reasons, and to confirm the integrity of our data, SMCMUA may combine components of this data with other sources of information which may identify you. Unless otherwise required by law, or as described in this Privacy Policy, such identifying information will be used solely for our internal business purposes.

Although we do not currently use "cookies" to help us recognize visitors when they return to this website or as they move among the different pages of this website, we do reserve the right to do so in the future and will revise this Policy Statement accordingly. Cookies are small text files that this website sends to your computer for record-keeping purposes and this information is stored in a file on your computer's

hard drive. Cookies make web surfing and browsing easier for you by saving your preferences so that we can use these to improve your next visit to our website.

- One of the purposes of cookies is to simplify the use of the website. A cookie may save a user's login details for example, so that the user does not need to login every time.
- Cookies are also used for statistical purposes, to determine how the website is used.

### **The Way We Use Information**

We use the information you provide about yourself in connection with your use of or submissions to the Web site. We do not share this information with outside parties except when required by law or when required by any State or Federal program in which you may be a participant and/or to the extent necessary to accomplish the purpose for which the information was submitted.

We use return email addresses to answer the email we receive. Such addresses are not used for any other purpose and are not shared with outside parties, unless required by law.

### **Our Commitment To Data Security**

To prevent unauthorized access, maintain data accuracy, and to ensure the correct use of information, the SMCMUA has partnered with a reputable web hosting vendor who has put in place appropriate physical, electronic, and managerial procedures to safeguard and secure the information we collect online.

The third party website utilized by the SMCMUA for customer payments, uses the industry standard technology (Secure Sockets Layer (SSL)) for keeping an internet connection secure and safeguarding any sensitive data that is being sent between two systems, preventing hackers from reading and modifying any information transferred, including potential personal details.

### **Our Commitment To Children's Privacy**

Protecting the privacy of the very young is especially important. We strongly recommend that children under the age of 18 get their parent or guardian's consent before giving out any personal information. If you are under 18, please use our website only with the involvement of a parent or guardian.

## **Linked Sites**

For your convenience, some hyperlinks may be posted on this website that link to other websites not under our control. We are not responsible for, and this Privacy Policy does not apply to, the privacy practices of those sites or of any companies that we do not own or control. We encourage you to seek out and read the privacy policy of each website that you visit. In addition, should you happen to initiate a transaction on a website that our website links to, even if you reached that website through our website, the information that you submit to complete that transaction becomes subject to the privacy practices of the operator of that linked website. You should read that website's privacy policies to understand how personal information that is collected about you is used and protected.

## **Changes to Privacy Policy**

From time to time, we may change our privacy practices, and this Privacy Policy, because of changes in relevant and applicable legal or regulatory requirements, our business practices, or in our attempts to better serve your needs and those of our other customers. Notice of such changes to our privacy practices will be posted on this website.

## **How You Can Access or Correct Your Information**

You can access all your personally identifiable information that we collect online and maintain by contacting us as set forth below.

You can correct factual errors in your personally identifiable information by contacting us as set forth below.

To protect your privacy and security, we will also take reasonable steps to verify your identity before granting access or making corrections.

## **How to Contact Us**

If you have any questions or suggestions about this website, SMCMUA, or our products, services, or privacy practices, please contact us at:

SMCMUA

Attention: Alexis Bozza 19 Saddle Road

Cedar Knolls, NJ 07927 Telephone: 973-326-6880

Fax: 973-326-9521

E-mail: [abozza@smcmua.org](mailto:abozza@smcmua.org)

## **ACKNOWLEDGEMENT**

BY ACCESSING OR USING THIS WEB SITE, YOU ACKNOWLEDGE THAT YOU HAVE READ, UNDERSTAND, AND CONSENT TO THE PRIVACY PRACTICES, AND TO THE USES AND DISCLOSURES OF INFORMATION THAT WE COLLECT ABOUT YOU, THAT ARE DESCRIBED IN THIS PRIVACY POLICY.