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## Privacy Policy - City of Anniston, Alabama

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***Last Updated: December 12, 2024***

The City of Anniston (“the City”) is committed to protecting the privacy of all individuals who interact with our programs, events, and services. This Privacy Policy outlines how we collect, use, and share personal information collected through participation in City-sponsored activities, registration for classes, attendance at community events, and other interactions with the City.

### **1. Information We Collect**

We may collect the following types of information:

#### **a. Personal Information**

- Name
- Address
- Contact information (e.g., email address, phone number)
- Date of birth (for program eligibility, including for minors)
- Emergency contact details

#### **b. Photographs and Videos**

- Images or videos taken at City-sponsored events, classes, and activities for promotional or archival purposes.

#### **c. Program Information**

- Registration details for classes, events, or programs.
- Payment details for paid programs.

#### **d. Special Categories**

- Medical or allergy information (when necessary for program safety, especially for children).
- Guardian information for children participating in programs.

### **2. How We Use Your Information**

The City uses collected information to:

- Administer City programs, events, and services.
- Communicate with participants regarding their registrations, schedules, or changes to services.
- Ensure the safety and well-being of participants, particularly minors.
- Promote the City's programs and services through social media, brochures, and other promotional materials.
- Maintain compliance with legal and operational requirements.

### **3. How We Share Your Information**

The City will share your information only when necessary and under the following circumstances:

- **City Departments:** Relevant departments may access your information to provide services or administer programs.
- **Third-Party Service Providers:** For payment processing, program administration, or event management.
- **Legal Compliance:** To comply with legal obligations, such as court orders or public safety requirements.
- **Promotional Use:** Photos and videos may be used for public relations, marketing, and event promotion. Participants may opt out by notifying the City in advance.
- The City does not sell or lease personal information to third parties.

### **4. Photographs and Videos**

By attending City events or programs, participants acknowledge that they may appear in photographs or videos used for promotional purposes.

- **Opt-Out Policy:** If you do not wish to have your image used, please inform the City at the time of registration or contact us at [Insert Contact Information].

### **5. Children's Privacy**

The City is committed to protecting the privacy of children under the age of 13. Any information collected for children's programs is provided by a parent or guardian. Photos of children will only be used for promotional purposes with appropriate permissions from parents or guardians.

### **6. Data Security**

We prioritize the security of your information and implement measures such as:

- Restricted access to sensitive data by authorized personnel only.
- Secure storage of digital and physical records.
- Regular review of systems to prevent unauthorized access.

## **7. Your Rights**

You have the right to:

- Access the personal information we hold about you. At times be aware this may require an information request be made to appropriate city staff member(s).
- Request corrections or updates to your information.
- Request removal of photos or videos featuring you from promotional materials (when reasonable and practical).
- Request the deletion of your information, subject to legal and operational requirements.

To exercise these rights, please contact us at 256-236-3422.

## **8. Third-Party Links and Services**

Some City programs or events may involve third-party partners or service providers. While the City ensures these entities meet privacy standards, we recommend reviewing their privacy policies as they are responsible for their practices.

## **9. Updates to this Privacy Policy**

The City reserves the right to update this Privacy Policy as needed to reflect changes in operations, programs, or legal requirements. Updates will be posted on the City's website and will be available at City offices.

## **10. Contact Us**

If you have questions about this Privacy Policy or wish to exercise your rights, please contact us:

City of Anniston

Email: [jhodges@anniston.al.gov](mailto:jhodges@anniston.al.gov)

Phone: 256-236-3422