

# Muhlenberg Township Privacy Policy

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Protecting your private information is our priority. This Statement of Privacy applies to the Township's website ([www.muhlenbergtwp.com](http://www.muhlenbergtwp.com)), Municipal WiFi networks, social media sites and township applications (GoTo Muhlenberg and Recycle Coach) and governs data collection and usage. For the purposes of this Privacy Policy, unless otherwise noted, all references to Muhlenberg Township include all digital media formats maintained by the Township. By using the Muhlenberg Township's digital mediums you consent to the data practices described in this statement.

## Collection of your Personal Information

We do not collect personally identifiable information from our users. We may gather personal or non-personal information in the future.

Information about your computer/device hardware and software may be automatically collected by Muhlenberg Township. This information can include: your IP address, browser type, domain names, access times and referring website addresses. This information is used for the operation of the service, to maintain quality of the service and to provide general statistics regarding use of the Muhlenberg Township website.

Muhlenberg Township encourages you to review the privacy statements of websites you choose to link to from Muhlenberg Township so that you can understand how those websites collect, use and share your information. Muhlenberg Township is not responsible for the privacy statements or other content on websites outside of our digital sites.

## Use of Cookies

The Muhlenberg Township website may use "cookies" to help you personalize your online experience. A cookie is a text file that is placed on your hard disk by a web page server. Cookies cannot be used to run programs or deliver viruses to your computer. Cookies are uniquely assigned to you, and can only be read by a web server in the domain that issued the cookie to you.

One of the primary purposes of cookies is to provide a convenience feature to save you time. The purpose of a cookie is to tell the Web server that you have returned to a specific page. For example, if you personalize Muhlenberg Township pages, or register with Muhlenberg Township sites or services, a cookie helps Muhlenberg Township to recall your specific information on subsequent visits. This simplifies the process of recording your personal information, such as billing addresses, shipping addresses, etc. When you return to the same Muhlenberg Township website or services the information you previously provided can be retrieved so you can easily use the Muhlenberg Township features that you customized.

You have the ability to accept or decline cookies. Most Web browsers automatically accept cookies, but you can usually modify your browser setting to decline cookies if you prefer. If you choose to decline cookies, you may not be able to fully experience the interactive features of the Muhlenberg Township Services or websites you visit.

## **Security of your Personal Information**

Muhlenberg Township secures your personal information from unauthorized access use or disclosure.

## **Children Under Thirteen**

Muhlenberg Township does not knowingly collect personally identifiable information from children under the age of thirteen. If you are under the age of thirteen, you must ask your parent or guardian for permission to use this website.

## **Opt-Out & Unsubscribe**

We respect your privacy and give you an opportunity to opt-out of receiving announcements of certain information. Users may opt-out of receiving any or all communication from Muhlenberg Township by contacting us here:

[www.muhlenbergtp.com](http://www.muhlenbergtp.com)

[info@muhlenbergtp.com](mailto:info@muhlenbergtp.com)

610-929-4727

## **Changes to this Statement**

Muhlenberg Township will occasionally update this Statement of Privacy to reflect company and customer feedback. Muhlenberg Township encourages you to periodically review this Statement to be informed of how Muhlenberg Township is protecting your information.

## **Contact Information**

Muhlenberg Township welcomes your questions or comments regarding this Statement of Privacy. If you believe that Muhlenberg Township has not adhered to this Statement, please contact Muhlenberg Township at:

Muhlenberg Township  
210 George Street  
Reading, PA 19604

Email Address:

[info@muhlenbergtp.com](mailto:info@muhlenbergtp.com)

Telephone number:

610-929-4727

Effective as of January 1, 2017