



# Personal Data Request Notice

The City of South Salt Lake (City) is committed to protecting your privacy and handling your data transparently. Below is a summary of the personal information we collect, how we use it, and your rights regarding your data.

## What is Personal Data?

The Utah Government Data Privacy Act defines “Personal Data” as “information that is linked or can be reasonably linked to an identified individual or an identifiable individual.”

## What Personal Data do we collect?

The City collects names, age, phone number, home address, email addresses, dates of birth, banking information, credit card information, social security numbers, gender/sex, driver license number, city of residence, and similar or related information, which may include information for your family or next of kin.

## Why do we collect this data?

The City collects this data in order to coordinate a wide range of City services such as sports and recreation programs (including promotion of future sporting and recreational activities), city facility rentals and reservations, provision and payment of utilities and other financial programs (including financial assistance for some individuals), payment of the City’s vendors, for animal services programs such as animal licensing, adoption, volunteer enrollment, and intake of stray animals, enrollment in arts programs, to reach individuals for necessary feedback through occasional survey requests, emergency alerts, volunteer enrollment (including CERT and HAM Radio), to notify of available trainings, other types of city provided licenses, amenities, and facility usage.

## Who do we share your data with?

The City shares your personal data with other City departments, volunteer’s names (specifically for CERT volunteers) may be shared with other municipalities at the discretion of the volunteer, in the discovery process for legal cases, and occasionally with third party software vendors such as CivicPlus (see CivicPlus’s privacy policy [here](#)).

## How do we protect your data?

In compliance with state law (including, but not limited to, the Utah Government Records Access Management Act (GRAMA) and the Utah Government Data Privacy Act), Federal law (including, but not limited to, HIPAA), and other relevant federal, state, and local laws, the City maintains records that include personal data and disseminates only the information that is required or allowed to be disseminated under applicable law and redacts information required to be withheld from the general public. Additionally, the City follows retention laws regarding storing and destruction of documents. Hard copies of records are kept secure in employee only areas and secured further in locked cabinets or drawers. Electronic data is protected in accordance with best practices and applicable law.

**Your rights:**

You can contact the City to carry out your rights by contacting the specific department requesting your data or by calling the City's main line at (801) 483-6000, the Neighborhood Connect line at (801) 464-6757 or emailing [connect@sslc.gov](mailto:connect@sslc.gov).

Access: You can request to see the data we hold about you.

Correction: You can request that we correct any inaccuracies in your data.

Deletion: You can ask us to delete your data under certain conditions.

Refusal: An individual's refusal to provide personal data may result in an inability to participate in services such as vital utilities and other amenities or programming offered by the City. Please speak with the specific department requesting the personal data should you have concerns about providing your personal data.

For more detailed information, please visit our Privacy Notice at <https://sslc.gov/124/Privacy-Notice> For additional questions contact City Connect by emailing [connect@sslc.gov](mailto:connect@sslc.gov) or by calling (801) 464-6757.