

## PRIVACY STATEMENT

MGSD is committed to safeguarding the privacy of our website users. This privacy statement covers how we use your personal information and applies only to information collected by MGSD on this website.

Our website includes links to, and information details of, third party websites. MGSD is not responsible for the privacy policies and practices of third parties.

#### What Information is Collected

MGSD only collects information that we need related to the payment of your sewer bill. This includes your:

Name
Billing Address
Mailing Address
MGSD Account Number
Telephone Number
Email Address
Credit Card Information

#### How the Information is Used

Your information is only used by MGSD for billing and payment purposes. Your information is shared with our merchant service provider in order to process your payment. In addition, your name and/or mailing address may be shared with other local utility providers for billing purposes. Otherwise, we do not sell or rent or redistribute your information to any other third party.

#### **Security and Storage**

When you submit sensitive information via our website, your information is protected both online and offline. Your billing information, including your name, billing address, mailing address, MGSD account number, telephone number, and email address are stored on our server. We do not store credit card data for one-time credit card payments. Credit card data for customers who utilize Automatic Credit Card Payment are not stored on our server. Offline storage of sensitive information, including any credit card information or bank account information, is kept in a secured environment. Only MGSD employees who need the information for billing and customer service purposes are granted access to personally identifiable information and credit card data.

## **Log Data**

Like many websites, MGSD's website collects information known as "Log Data" that your browser sends whenever you visit our site. This Log Data information may include your computer's IP address, browser type, browser version, the pages of our site that you visit, the time and date of your visit, the time spent

on these pages and other statistics. MGSD uses this information for anti-hacking purposes only, and does not use this information for marketing. We use third party services such as Google Analytics that collect, monitor, and utilize this information.

### **Cookies**

MGSD uses "Cookies" on this website. Cookies are small files that reside on your computer and allow MGSD to recognize you on your next visit or to store your payment page information.

# **Changes to this Privacy Statement**

MGSD reserves the right to make changes to this privacy statement at any time. Changes will be posted on our website.

If you feel we are not abiding by this privacy policy, please contact us at (775) 782-3546 or at mgsdstaff@gmail.com