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NOTICE TO PROVIDER OF INFORMATION

This notice describes how the county uses personal information you may be asked to provide when that information could be classified as Private or Controlled under the Government Records Access and Management Act (GRAMA).

As a client of the Salt Lake County Clerk's Office, you are entitled to receive notice about our information collection practices. It is important for you to understand that information you provide as a requirement to receive services may be classified as Private and Controlled under the Government Records Access and Management Act.

What Is Private and Controlled Information?

- These are records or other documents held by Salt Lake County which includes your personal information such as home address, home telephone number, birth date, social security number, certain medical or financial information, entitlement to social services, home ownership and living conditions, and similar items of a personal nature.

Why are you being asked to provide Private and Controlled information?

- In order to more efficiently provide government services the Salt Lake County Clerk's Office requests your Private information in order to do the following:

The Clerk's Office purpose is to conduct fair, open and honest elections, to issue marriage licenses, receive and transmit passport applications, and to prepare and retain all minutes, agendas and correspondence for the Salt Lake County Council, zoning, redevelopment agency, special district, and municipal bonding authority meetings.

Our mission is to work together to provide courteous, professional, efficient, and effective customer-oriented service to the general public who utilize the various services the Clerk's Office provides. We work together to conduct fair, open, and honest elections. We maintain integrity in elections, thereby protecting and instilling public confidence in the democratic process. We are dedicated to providing professional service and accurate information. We provide the people of Salt Lake County the opportunity to exercise their right to vote, and through education and outreach, we encourage participation in the electoral process.

What is the Salt Lake County's intended use of this information?

- The Salt Lake County Clerk's Office collects personal data in order to meet specific statutory requirements.

What are the consequences for refusing to provide Private and Controlled information?

- If you choose to refuse to provide information requested or required by our agency, you may not be eligible to receive our services.

Who does Salt Lake County share this information with?

- The Salt Lake County Clerk's Office shares information with: State Office of Vital Records, Recovery Services, the Lt. Governor's Office, Drivers License Division, Workforce Services, other counties, and various law enforcement agencies upon request.