



PRIVACY POLICY

Apalachee Regional Planning Council (ARPC)

Effective Date: May 1, 2026

Apalachee Regional Planning Council (ARPC) is committed to protecting your privacy while maintaining transparency as required by law.

1. Information We Collect

ARPC may collect:

- Name
- Phone number
- Email address
- Mailing address
- Information voluntarily provided through forms, communications, or program participation

2. How We Use Information

We use collected information to:

- Deliver services and programs
- Communicate via SMS, email, or phone
- Provide updates and notifications
- Respond to inquiries
- Fulfill legal and regulatory obligations

3. SMS Communications & Consent

- SMS communications are facilitated through Microsoft Teams and integrated telecommunications services
- Your phone number and message content may be processed for delivery purposes
- **SMS consent is not shared with third parties for marketing purposes**
- Message frequency may vary

4. Public Records Notice

As a quasi-government agency, ARPC complies with the Florida Public Records Law.

This means:

- Information submitted to ARPC may be subject to public disclosure
- Emails, text messages, and other communications may be retained and released upon request
- Certain information may be exempt or confidential under Florida law

5. Information Sharing

ARPC does not sell or rent personal information. We may share information:

- With service providers such as Microsoft Teams and telecommunications carriers for message delivery
- When required by law
- As part of public records requests

6. Data Security

ARPC relies on industry-standard safeguards, including those provided by Microsoft teams, to protect personal information. However, no system is completely secure.

7. Data Retention

Records are retained in accordance with Florida public records retention schedules and applicable laws.

8. Your Rights

You may:

- Request access to your records
- Request corrections (where applicable)
- Submit a public records request

9. Opt-Out of SMS

You may opt out at any time by replying **STOP** to any SMS message.

10. Cookies & Website Tracking (Optional – Include if Applicable)

ARPC's website may use cookies or analytics tools to improve user experience and site functionality.

11. Changes to This Policy

This Privacy Policy may be updated periodically. Updates will be posted on ARPC's website.

12. Contact Information

For questions regarding this Privacy Policy, contact:

Apalachee Regional Planning Council

- Email: HR@arpc.org
- Phone: (850)488-6211
- Address: 2507 Callaway Rd., Suite 100, Tallahassee, FL 32303