## **Website Privacy Policy**

When you visit the Muncie Public Library's website we collect and store information. This information is used to measure the number of visitors to different pages of our site to assist us in making our site more useful to you. This information includes:

- The address (IP) of your computer or Internet provider
- The date and time you accessed our site
- The Internet address of the website that referred you to our site

Other information may be collected in the process of providing online collections and services (example: a Library barcode number is required to access research databases; name and phone number, etc. may be collected when registering or filling out a Request Form).

The Library's website uses "cookies" to allow you access to certain functions (such as the catalog and research databases, etc.) within our site. These cookie files do not capture any personal information. These temporary cookie files are automatically deleted when you close your browser, and your session cache (the pages you visited) are only stored for four hours and then automatically deleted.

As a service to its users, the Muncie Public Library provides links from its website to other sites. The Library is not responsible for the content of these external sites, and the inclusion of a link to any site does not constitute endorsement of that site by the Library or its staff. When using these external sites, the Library cannot be responsible for your privacy when you disclose information outside of the Library's website.