

Privacy Policy

Our Information Practices

Our policies and procedures protect the privacy of current *and* former clients (ridership).

Types of Information We Collect

In the normal course of business we collect:

- Information requested on applications and other forms (including name, address, income, household information, medical conditions, etc.).

Safeguarding Your Information

Rural Transit Service, Inc. maintains physical, electronic and procedural safeguards for your information. Access to client information income is limited to people who need the information to perform their job responsibilities. Access to other client information such as: name, address, medical conditions is made available to staff and volunteers to carry out transportation services.

How We Use Your Information

Rural Transit Service, Inc. may share the information we collect about you as allowed by law, including for normal business administration and related business services. The information may be shared:

- With funding service agencies

We may disclose the information we collect about you when required or permitted by law, such as to:

- Respond to a subpoena;
- Prevent fraud or other crimes;
- Comply with legal requirements; or
- Respond to a government inquiry.

IMPORTANT PRIVACY CHOICES

Rural Transit Service, Inc. respects your privacy choices. You have the option to tell us not to share your information as follows:

- Within the Rural Transit Service, Inc. to let you know about our transportation services. The information we share does include name, address and medical conditions. However, since this is necessary to provide you transportation services, your choice to not share this information may result in service elimination.

If you do not want us to share your information as describes above, just call and let us know.

If one joint owner tells us not to share information, that choice will also apply to the other owner(s). **If you have already told us of your choices, there's no need to call again.**

Keeping Up to Date With Our Privacy Policy

This privacy policy is in effect as of November 19, 2013. You can receive copies of our policy by writing to:

Rural Transit Service, Inc.
1000 Brant-Farnham Road
Brant, New York 14027

You can also call us at (716) 472-6065.