Disclaimer:

The Office of the Indiana Secretary of State maintains a social media presence in order to promote services, programs and events deemed relevant to the general public. Our primary goal on social media is to share this information in a timely fashion.

Through the Office of the Secretary of State's social media accounts, we aim to provide information that is up-to-date, accurate, and reliable. The information on these profiles is believed to be complete and accurate when posted, but the Office of the Secretary of State does not guarantee the quality, accuracy, timeliness, or completeness of any content at any time. The Office of the Secretary of State does not make any warranty or assume any legal liability for the accuracy or completeness of anything posted to its social media accounts, including information, software, or graphics.

Information provided on our social media accounts is for reference purposes only; it is not intended to provide legal opinions or advice. You should not act or rely on any information posted to our social media without consulting a qualified professional or legal adviser. Links to other websites are provided as references only and as a convenience. The Office of the Secretary of State does not endorse any services or products that may appear on social media platforms and is not responsible for the content of any linked information. As part of our ongoing commitment to making our social media outreach a useful public resource, we encourage you to <u>email us</u> with any comments or suggestions.

Terms of Use / Posting Guidelines:

The Office of the Secretary of State welcomes comments and questions but advises that we monitor our social media channels during regular business hours. We also post, tweet, and respond during regular business hours, between 8 a.m. and 4 p.m. We endeavor to read and respond to comments and messages within two business days. However, we may not be able to respond to all comments and messages that are received.

The views of participants commenting on our social media channels do not necessarily represent the views of the Office of the Secretary of State or any of its associated agencies.

Disagreements and constructive arguments are welcome as part of discussions; however, inappropriate, abusive, defamatory, discriminatory, offensive, or unlawful comments are prohibited. We expect participants to treat each other and Indiana Secretary of State employees with courtesy and respect. To that end, we reserve the right to delete any comment that contains:

- Vulgar, abusive, or offensive language, images, or links
- Personal attacks
- Product promotions, advertising, or spam
- Stock recommendations or promotions
- Unsupported accusations
- Off-topic subject matter
- Confidential information such as ongoing investigations or confidential filings
- Unintelligible or irrelevant information
- Any personal information, either about yourself or any other person or business

Repeated violations of this social media policy may result in a block from the Office of the Secretary of State's social media pages.

Social Media Channels as a Source of Official Policy:

Our social media channels focus on the services and programs provided by the Office of the Secretary of State. Information posted to these channels should not be considered as official guidance from the Office of the Indiana Secretary of State. Please refer to the <u>Secretary of State's website</u> for official updates and legislation.

Following, Liking, and Linking:

We follow, friend, and like stakeholders and partners, including members of the media, relevant individuals, and government officials. Any form of engagement from an account affiliated with the Office of the Secretary of State account does not imply an endorsement of any kind.