



## Event Data Disclosure Agreement Policy

### I. Acceptance of Terms

NASUF provides the State Fleet Managers Workshop for education and networking among its members.

***It is important that you read all terms and conditions carefully as by registering for, attending, and/or utilizing event services, you agree to the collection, use, and sharing of your personal data for the purpose of your participation in this event.***

### II. Collection of Data

#### Registration

By registering for this event, you are providing to NASUF personal information such as name, email address, dietary needs, etc. which is mandatory in order for the attendee to attend the event. The collection of this information is to provide you with services as it relates to your attendance at this event. Without this information, NASUF will be unable to guarantee the provision of said services.

By registering, you agree and acknowledge that you are over 18 years of age. If you are under 18 years of age, please contact NASUF directly.

You agree that the information you provide during the registration process shall be accurate, true, and complete. You have the right and responsibility to update any incorrect or out of date information in a timely manner. Provision of erroneous information may result the failure to receive important updates and information about the event. You may update your registration by logging into the registration system or contacting NASUF.

By registering, you also agree that NASUF may use information collected during the registration process to notify you with information about the event such as: reminders, updates, logistic changes in the event, and post event satisfaction data collection.

Your agreement to how the data is collected, used, shared, and stored is specific to that information which is necessary to plan and facilitate this event and permit your attendance.

#### Payment

Electronic payment for event registration is taken and managed in MemberClicks. Payments are processed by Payscape.

## Attendance

During the event, it may be necessary for attendees to verify their personal information provided during registration as it relates to event attendance. This personal information is for the sole purpose of verification of previously collected data to confirm your identity, accommodations, and delivery of services at the event. Failure to provide this information during attendance may result in the inability to render services to the attendee.

Additionally, this event provides opportunities for networking with other attendees. Personal information shared during networking is the sole responsibility of the attendee. Attendees should exercise sound judgment concerning sharing of personal information and should take necessary steps to ensure privacy and protection of said information as NASUF shall not be responsible for information shared in this capacity during the event.

## **III. Data Use**

You agree that the data collected shall be used in the planning and facilitation of this event and to render event services to the attendee. Additionally, you agree that the data collected from you may be used by NASUF as business intelligence to enhance attendee experience by improving products and services offered. Additionally, you agree that NASUF may also leverage collective, non-attendee specific, demographic information for the marketing of NASUF products and services.

During this event, NASUF may take photographs of you which may be posted to social media and on the association's website. By registering for and attending this event, you agree to the use of image in photographs for this purpose. Additionally, other event attendees may take photographs and post said photographs to social media. NASUF shall not be responsible for photographs taken and/or shared by other event attendees.

You agree that NASUF may use data collected to investigate, respond, and resolve customer issues which includes any security investigations, fraud, or other violations of this agreement. This may include third parties contracted to assist with the resolution of these issues.

By registering, you agree to allow NASUF to include your contact information in the conference attendance roster. In addition, by registering, you share your contact information with select event sponsors to be used for invitations to client events held during the conference.

## **IV. Data Sharing**

By registering for this event, you agree that NASUF may share the personal data provided for logistical purposes including, but not limited to: securing lodging, transportation, catering, and other routine event services on your behalf with the venue and any third-party suppliers which are required to deliver event services on location. This sharing of data shall be limited to only that which is necessary in the fulfillment of the service and shall not be used by said third parties for marketing or other purposes.

NASUF contracts with AMR Management Services, as its association management provider for NASUF daily association administration, staffing, and operational functions. You agree that NASUF may share

collected data with AMR Management Services for said purposes in the execution of the services provided. Additionally, NASUF contracts with third-party suppliers in the fulfillment of service delivery for this event including, but not limited to printers, awards vendors, operational system providers, etc. You agree to allow NASUF to share your personal data limited to the fulfillment of these services and understand that NASUF will require that all third-party suppliers abide these terms in their fulfillment of said services.

#### Legal Disclosures

It is possible that NASUF will need to disclose information about you when required by law, subpoena, or other legal process or if it has in good faith belief that disclosure is reasonably necessary to 1.) investigate, prevent, or take action regarding suspected ethics violations, actual illegal activities, or to assist government enforcement agencies; 2.) enforce its agreement with you; 3.) investigate and defend itself against any third-party claims or allegations; 4.) protect the security or integrity of its services; 5.) exercise the rights and safety of NASUF, you, personnel or others. NASUF will attempt to notify you about any legal demands for personal data when appropriate in its judgement, unless prohibited by a court of law or court order or when the request is an emergency.

NASUF, its suppliers, and or partners do not share or sell your personal data with third parties for their direct marketing purposes without your permission.

#### **V. Data Storage**

You agree that NASUF will retain the personal information provided and maintain accurate records of this event in addition to the provision of services. All data is retained and stored in perpetuity for historic record of this event. You have the right to request that your personal information be deleted or a portion thereof; however, NASUF will retain information which is reasonably necessary to meet accreditation standards, meet regulatory requirements, resolve disputes, maintain security, prevent fraud or abuse, or enforce this agreement.

#### **VII. Contact Information**

For questions concerning this policy, how to delete your profile, alter opt in authorization, or other concerns, please contact NASUF at [info@NASUF.net](mailto:info@NASUF.net).

#### **VIII. Acknowledgment of Disclosure**

By continuing with this registration, I confirm that my consents and approvals set forth above are freely given, specific, informed, and unambiguous.