



## Event Policies Agreement

### I. Acceptance of Terms

NASCA provides the 2022-2023 events 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 these events.**

### II. Collection of Data

#### Registration

By registering for these events, you are providing to NASCA personal information such as name, email address, dietary needs, etc. which is mandatory in order for the attendee to attend the events. The collection of this information is to provide you with services as it relates to your attendance at these events. Without this information, NASCA 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 NASCA directly at [headquarters@nasca.org](mailto:headquarters@nasca.org) or 859-514-9177.

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 You have the right and responsibility to update any incorrect or out of date information in a timely manner.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 events. You may update your registration by contacting [headquarters@nasca.org](mailto:headquarters@nasca.org) or 859-514-9177.

By registering, you also agree that NASCA may use information collected during the registration process to notify you with information about the events such as: reminders, updates, logistic changes in the events, 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 these events and permit your attendance.

NASCA uses MemberClicks and Zoom in the facilitation of these events. By utilizing these applications, the participant agrees to the terms and conditions of the applications independently of this agreement and is solely responsible for all personal information provided and shared through the applications.

## Payment

Electronic payment for event registration is taken and managed in MemberClicks.

Payments are processed by Payscape.

## Attendance

During the events, 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 events. Failure to provide this information during attendance may result in the inability to render services to the attendee.

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

## **III. Data Use**

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

During these events, NASCA may take photographs of you which may be posted to social media and on the association's website. By registering for and attending these events, 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. NASCA shall not be responsible for photographs taken and/or shared by other event attendees.

You agree that NASCA 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.

## **IV. Data Sharing**

By registering for these events, you agree that the NASCA 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.

NASCA contracts with AMR Management Services, Inc. as their association management provider who provides for NASCA daily association administration, staffing, and operational functions. You agree that NASCA may share collected data with AMR Management Services, Inc. for said purposes in the execution of the services provided. Additionally, NASCA contracts with third party suppliers in the

fulfillment of service delivery for these events including, but not limited to printers, awards vendors, operational system providers, etc. You agree to allow NASCA to share your personal data limited to the fulfillment of these services and understand that NASCA will require that all third-party suppliers abide these terms in their fulfillment of said services.

#### Attendee List (All Event Attendees)

NASCA collects and assembles a list of event attendees (the event roster) to distribute to other event attendees. By registering for these events, you are agreeing to be included in the event roster, including the following information: Name, Title, Company/Organization, and Email Address.

#### Legal Disclosures

It is possible that NASCA will need to disclose information about you when required by law, subpoena, or other legal process or if we have 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 our agreement with you; 3.) investigate and defend ourselves against any third-party claims or allegations; 4.) protect the security or integrity of our services; 5.) exercise the rights and safety of NASCA, you, personnel or others. We will attempt to notify you about any legal demands for personal data when appropriate in our judgement, unless prohibited by a court of law or court order or when the request is an emergency.

NASCA, our 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 NASCA will retain the personal information provided and maintain accurate records of these events in addition to the provision of services. All data is retained and stored in perpetuity for historic record of these events. You have the right to request that your personal information be deleted or a portion thereof; however, NASCA 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.

#### **VI. Dietary Needs**

NASCA takes seriously the dietary needs and restrictions of event attendees. By completing the Dietary Profile included in the event registrations, the attendee agrees to the use of this data by NASCA and by all third-party food and beverage providers to assist the attendee with the management of said dietary needs and restrictions. By registering for these events and entering dietary needs, you agree to the use of your personal information related to dietary needs and restrictions by NASCA and grant permission for it to be utilized in relation to these events by any third-party food and beverage provider in the execution of these events. This permission is to assist you in managing your dietary needs and restrictions during these events and shall only be used for said purposes.

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

For questions concerning this policy, how to delete your profile, alter opt in authorization, or other concerns, please contact the NASCA at [headquarters@nasca.org](mailto:headquarters@nasca.org) or 859-514-9177.

### **VIII. Acknowledgement of Disclosure**

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