

NAB PRIVACY POLICY

This Privacy Policy sets out NAB's policies regarding treatment of information that may be considered to be private and demonstrates our commitment to your data privacy; it governs both our offline and online data collection practices.

Public Areas. When using the public portion of the website, you can do so anonymously. You are not required to provide us with any personal information and we do not monitor or collect any personally identifiable information from you on your use of the public portions of the website. We may track the number of users who visit areas of the website for internal use such as improving accessibility to website facilities and marketing, but this tracking will not identify you. We may also record the location of your computer on the Internet for systems administration and troubleshooting purposes and for reporting aggregate information.

Use of Personal Information. We use the personal and professional information that applicants provide when completing application forms, completing questionnaires and surveys, and completing or updating your profiles, in order to:

- Meet our mission to communicate information to our stakeholders;
- Provide notice of important events, activities, and proposals;
- Provide opportunities for networking, professional events, and professional memberships;
- Provide a directory accessible to others;
- Compile and provide mailing, approval, and attendance lists for examinations and meetings; and
- Provide a list of members to committees and the Board of Governors.

NAB permits use of information for purposes related and beneficial to the profession, such as licensing the list to nonprofit associations in related fields, providers of education, and providers of related products and services. NAB does not sell, lease or provide to any person or organization personal information except as specified above, and approved by the NAB Executive Committee. NAB does not disclose credit card account information or social security numbers, except to submit the necessary information to an authorized state regulatory board/agency.

Your Queries. If you have any questions regarding privacy issues, would like to change information that you have provided, or suspect that NAB has handled your data in a manner that does not comply with this Privacy Policy, please contact NAB at nab@bostrom.com.

NAB Data Use/Rental Agreement

Name of Data User/Renter _____

Company Name _____

Address _____

City, State, Zip Code _____

Telephone, Fax Number _____

Member Type: (Choose One) NAB Member Non-Member

Description of Data Needed _____

Reason for Needing Data _____

Date Data needed: _____

(Please allow 10 business days for processing plus shipping time 3-5 days)

Type of Labels: Pressure Sensitive Electronic File: Email: _____

NAB Membership List (\$50.00)

NAB CDOM Applicant List (\$.10 each--minimum \$25--call for current #)

NHA

RC/AL

Sort Needed: (check one) ZipCode Alpha by Name Alpha by State

Send By: 1st Class UPS Ground Overnight Federal Express (add \$ 20.00)

Total Order Amount: \$ _____ + \$10.00 Handling & Shipping = \$ _____ TOTAL

Payment Must Accompany This Order:

Check Enclosed (Make check payable to NAB)

Charge my: VISA MasterCard American Express

Card # _____ Exp. Date _____

Signature _____

This agreement is subject to the following conditions:

1. The data user/renter agrees that he/she will not disclose, transfer, duplicate, reproduce, or retain any portion of the list in any form whatsoever, including entering into electronic databases without prior approval.
2. The data user/renter agrees to reimburse NAB for all costs which NAB may incur in enjoining unauthorized parties from using the data in all cases where such unauthorized parties gained access to the data through the user listed above or any of the user's agents or employees.
3. The data user/renter agrees that NAB will have the right to monitor the use of the data.
4. NAB may not be cited on any portion of your mailing piece without prior permission.
5. User agrees that data is for **one-time** use only.

Signature below indicates acceptance of the above conditions and constitutes an agreement between NAB and the stated mailing list renter.

Data User/Renter: _____ Date : _____

RETURN TO:

National Association of Boards of Examiners of Long Term Care Administrators
1444 I Street NW, Suite 700, Washington DC 20005-2210
Phone: (202) 712-9040 Fax: (202) 216-9646 (Credit Card Order Only)
Internal: 694/253