



## Privacy Notice

This privacy notice discloses the privacy practices for [www.napt.org](http://www.napt.org) and any conference related websites (respective website links to change annually). This privacy notice applies solely to information collected by these websites. It will notify you of the following:

1. What personally identifiable information is collected from you through the websites, how it is used and with whom it may be shared.
2. What choices are available to you regarding the use of your data.
3. The security procedures in place to protect the misuse of your information.
4. How you can correct any inaccuracies in the information.

### Information Collection, Use, and Sharing

We are the sole owners of the information collected on this site. We only have access to/collect information that you voluntarily give us via email or other direct contact from you. We will not sell or rent this information to anyone.

We will use your information to respond to you, regarding the reason you contacted us. We will not share your information with any third party outside of our organization, other than as necessary to fulfill your request, e.g. to ship an order.

Unless you ask us not to, we may contact you via email in the future to tell you about specials, new products or services, or changes to this privacy policy.

### Your Access to and Control Over Information

You may opt out of any future contacts from us at any time. You can do the following at any time by contacting us at [info@napt.org](mailto:info@napt.org) or 800.989.6278 or by logging into your NAPT member profile:

- See what data we have about you, if any.
- Change/correct any data we have about you.
- Have us delete any data we have about you.
- Express any concern you have about our use of your data.

### Security

We take precautions to protect your information. When you submit sensitive information via the website, your information is protected both online and offline.

Wherever we collect sensitive information (such as credit card data), that information is encrypted and transmitted to us in a secure way. You can verify this by looking for a lock icon in the address bar and looking for "https" at the beginning of the address of the Web page.

While we use encryption to protect sensitive information transmitted online, we also protect your information offline. Only employees who need the information to perform a specific job (for example, billing or customer service) are granted access to personally identifiable information. The computers/servers in which we store personally identifiable information are kept in a secure environment.



## **Member & Event Registration**

In order to join as a NAPT Member and/or register for an event, a user must first complete an online/digital registration form. During registration a user is required to give certain information (such as name and email address). Each member and/or registrant will also be prompted to opt-in or opt-out of receiving email correspondence from NAPT. This information is used to contact you about the products/services on our site in which you have expressed interest. At your option and if requested, you may also provide demographic information (such as gender or age) about yourself, but it is not required. Each member and/or event registrant will also be prompted to provide consent to the following:

During initial NAPT Membership registration or when updating member profile:

- Question 1: Do you agree to receive email correspondence from this association and its members? (Yes/No)
- Question 2: Do you agree to receive pertinent information, related to the issues covered by the association, from interested third-party entities? (Yes/No)

During NAPT Event registration:

- NAPT will be providing our trade show vendors with an attendee list at the conclusion of the conference. This list will include our attendees' name, title, district/organization, phone, mailing and email addresses. If you prefer not to have your email address provided, please opt out during the registration process.
  - NAPT Conference App: upon registering for the Annual Conference, you will be added to our conference app as an attendee. You are able to opt out of having your profile visible.

## **Cookies**

We use "cookies" on this site. A cookie is a piece of data stored on a site visitor's hard drive to help us improve your access to our site and identify repeat visitors to our site. For instance, when we use a cookie to identify you, you would not have to log in a password more than once, thereby saving time while on our site. Cookies can also enable us to track and target the interests of our users to enhance the experience on our site. Usage of a cookie is in no way linked to any personally identifiable information on our site.

Some of our business partners may use cookies on our site (for example, advertisers). However, we have no access to or control over these cookies.

## **Orders**

To purchase from our Online Store, you must provide contact information (like name and mailing address) and financial information (like credit card number, expiration date). This information is used for billing purposes and to fill your orders. If we have trouble processing an order, we'll use this information to contact you.

## **Sharing**

We partner with another party to provide specific services. When the user signs up for these services, we will share names, or other contact information that is necessary for the third party to provide these services. These parties are not allowed to use personally identifiable information except for the purpose of providing these services.



## **Links**

This website contains links to other sites. Please be aware that we are not responsible for the content or privacy practices of such other sites. We encourage our users to be aware when they leave our site and to read the privacy statements of any other site that collects personally identifiable information.

## **Surveys & Contests**

From time-to-time our site requests information via surveys or contests. Participation in these surveys or contests is completely voluntary and you may choose whether or not to participate and therefore disclose this information. Information requested may include contact information (such as name and mailing address), and demographic information (such as zip code, age level). Contact information will be used to notify the winners and award prizes. Survey information will be used for purposes of monitoring or improving the use and satisfaction of this site.

## **Privacy Policy Changes**

NAPT services may change and because of this, we may update this Privacy Policy to reflect changes to our information practices. We may amend the Privacy Policy anytime by posting a new version online. Continued use of our websites or Apps will be subject to the current Privacy Policy. Material changes will be communicated via email or notice on the website. Users are encouraged to review this page regularly for updates on privacy practices.

**If you feel that we are not abiding by this privacy policy or if you should have any questions, please contact us immediately via telephone at 800.989.6278 or [info@napt.org](mailto:info@napt.org).**