# **Privacy Information and Terms & Conditions**

Thank you for visiting the NCAIS website and reviewing our privacy policy.

#### **NCAIS Privacy Statement**

At the North Carolina Association of Independent Schools (NCAIS), we respect and are committed to protecting your privacy. We recognize that our primary responsibility is to meet interests and needs of our member schools, new school candidates, inquiry schools, parents or friends of NCAIS. We also want you to understand how we use our membership information and the choices you can make about the way your information may be collected and used.

## The Information We Collect - Emails, Web Forms and Registrations

In order to use certain features of our website, a user must first complete a form. Information that you provide by email, web form and/or registration will be used only for such purposes as described at the point of collection (for example on a web form), such as to update your school information or posting jobs on the NCAIS website. If you provide contact information, NCAIS staff may contact you to clarify your comment or question. We do not sell any personal information to third parties.

## The Information We Collect and Use - Events Registration

When you register for a workshop or conference, information will be requested on an order/registration form. The information requested would include name, school and address and financial information such as a credit card number and expiration date. We use the financial information you provide about yourself when registering for a workshop or conference to complete the transaction. We do not share information with outside parties except to the extent necessary to complete the transaction.

#### **Terms and Conditions of Use of Site**

Unless otherwise specified, the NCAIS websites are for your personal and noncommercial use. You may not modify, copy, distribute, transmit, display, perform, reproduce, publish, license, create derivative works from, transfer, or sell any information, service obtained from NCAIS websites.

Harassment in any manner or form on the Site or any of the NCAIS Websites, including via e-mail and blogs or by obscene or abusive language is strictly forbidden. You may not upload to, distribute, or otherwise publish through the Site any content which is libelous, defamatory, obscene, threatening, invasive of privacy or publicity rights, abusive, illegal, or otherwise objectionable, or which may constitute or encourage a criminal offense, violate the rights of any party or otherwise give rise to liability or violate any law. You may not upload commercial content on the Site or use the Site to solicit others to join or become members of any other commercial online service or other organization.

## **Additional Terms**

- By purchasing admission to a workshop or event, user agrees to all other posted policies.
- All policies are subject to change, and user must refer to site for the most up to date information.
- User must obtain permission prior to reposting/reprinting information from this site.

### **Contacting Us**

If there are any questions regarding this privacy policy you may contact us using the information below.

www.ncais.org P.O. Box 4601 Greensboro, North Carolina 27404 USA