

## **National Trauma Institute Privacy Policy**

The National Trauma Institute (NTI) respects individual privacy and values the confidence of its stakeholders, employees, vendors, users and business partners. NTI strives to collect, use and disclose personally identifiable information in a manner consistent with all applicable United States Federal laws and has a tradition of upholding the highest ethical standards in its business practices.

This Privacy Policy sets forth the privacy principles that NTI follows with respect to collection, usage and transfer of personal information anywhere in the world. Please note that no data transmission over the Internet can be completely guaranteed as secure; when you transmit information online, you do so at your own risk.

### **Definitions**

For purposes of this privacy policy, the following definitions shall apply:

- “NTI” means National Trauma Institute, its predecessors, successors, subsidiaries, divisions and groups.
- “Personal Information” means any set of information that identifies or could be used to identify an individual. Personal information does not include information that is encoded or publicly available information not combined with private personal information.

### **Notice**

NTI will not disclose or share personal information collected on its website; through electronic services it uses to manage communications, donations, proposal submissions, and event registration; or by any other means with any third party, except as required by law and/or pursuant to a governmental request. Other than the uses of this information specifically designated by our constituents, we use contact information only to periodically provide you with information about our organization and about future educational opportunities. NTI partners with organizations that share in our mission and occasionally passes on information or opportunities we feel would be of benefit to our audience. All correspondence will include the ability to opt out of any further transmissions should you feel that such communication is not useful or necessary.

### **Event Registration**

NTI uses an event registration service for the purposes of registering attendees, vendors and faculty for conferences or meetings we host. Registrants may choose whether or not to submit personal information while using the service for registration; however, there are some sections that are mandatory for completion of registration. By choosing to withhold information listed as mandatory, you will not be able to complete the registration.

All data submitted is stored on the servers of the event registration service, which has security measures in place to protect against the loss, misuse and alteration of information under its control. Demographic information will be visible to the event planner; credit card information will not be accessible to the event planner once your registration transaction is complete.

### **Cancellation/Refunds**

Cancellations received in writing no later than 30 days prior to the day of the event will receive a full refund, less a \$25 administrative fee. **Refunds will not be available for cancellations after this date.**

### **Copyright/Disclaimer Statement**

All text, images, logos and information contained on the NTI website (all pages) are the property of the National Trauma Institute and may not be used or reproduced without permission. Links directed to NTI website pages are authorized, but images, logos and text may not be copied and/or posted for any reason.

### **Links to Other Sites**

Trauma-related organizations and their web addresses are listed on the NTI website. These are located outside the domain of NTI, and their mention does not imply endorsement or credibility of any services, information or products they offer.

### **Contact Us**

NTI does everything it can to protect the privacy of personal information. For questions about the Privacy Policy, the practices of our website, or dealings with this website, please contact us at:

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