

## PRIVACY STATEMENT

Your privacy is important to Missouri Council of Administrators of Special Education (MO-CASE). This privacy statement provides information about the personal information that MO-CASE collects, and the ways in which MO-CASE uses that personal information.

### Credit

This document was created using a Contractology template available at <http://www.freenetlaw.com>.

### Personal information collection

MO-CASE may collect and use the following kinds of personal information:

- information about your use of this website (including [event registrations, payment frequency, etc.);
- information that you provide using for the purpose of registering with the website (including event registration, supporter status, etc.);
- information about transactions carried out over this website (including balances, amount due, supporter specific names, etc);
- information that you provide for the purpose of subscribing to the website services (including meetings, conferences, workshops, trainings, etc); and
- any other information that you send to MO-CASE.

### Using personal information

MO-CASE may use your personal information to:

- administer this website;
- personalize the website for you;
- enable your access to and use of the website services;
- publish information about you on the members/supporters only portion of the website;
- supply to you services that you purchase;
- send to you statements and invoices;
- collect payments from you; and
- send you marketing communications.

Where MO-CASE discloses your personal information to its agents or sub-contractors for these purposes, the agent or sub-contractor in question will be obligated to use that personal information in accordance with the terms of this privacy statement.

In addition to the disclosures reasonably necessary for the purposes identified elsewhere above, MO-CASE may disclose your personal information to the extent that it is required to do so by law, in connection with any legal proceedings or prospective legal proceedings, and in order to establish, exercise or defend its legal rights.

### Securing your data

MO-CASE will take reasonable technical and organisational precautions to prevent the loss, misuse or alteration of your personal information.

MO-CASE will store all the personal information you provide [on its secure servers].

Information relating to electronic transactions entered into via this website will be protected by encryption technology.

### Updating this statement

MO-CASE may update this privacy policy by posting a new version on this website.

You should check this page occasionally to ensure you are familiar with any changes.

### Other websites

This website contains links to other websites.

MO-CASE is not responsible for the privacy policies or practices of any third party.

### Contact MO-CASE

If you have any questions about this privacy policy or MO-CASE's treatment of your personal information, please write:

- by email to [office@mo-case.org](mailto:office@mo-case.org); or
- by post to 3550 Amazonas Dr., Jefferson City, MO 65109

Updated: **June 1, 2016**