

Canada Post Corporation

## NCOA Terms of Use

The following is your NCOA Terms of Use information:

**Creation date:**

**First name:**

**Address:**

**Last name:**

**Business name:**

**NCOA user type:** End User

**Job title:**

**Terms of Use ID:**

**Email address:**

**Expiry date:**

**Telephone:**

To be eligible to cleanse customer records or a mailing list using NCOA Mover Data service, all parties with access to the service's output files must agree to these Terms of Use. Terms of Use govern the use of Canada Post's mover name and address data and help you understand what you can and cannot do with the data. Please read them carefully.

You are signing Terms of Use as an officer of your company, firm or organization.

NCOA Mover Data may only be used to:

1. Update a database record with new mover information if a Business Relationship exists between the recipient organization and the mover.

A Business Relationship exists between a mover and an organization when an individual or business has:

- a) made a purchase or donation, rented, leased, contracted, or participated in an organization's provision of products or services within the past 24 months; or
- b) requested information or made an inquiry within the last 6 months.

If such purchase, donation, rent, lease or contract for the provisions of products and services involves ongoing use or transactions under a subscription, account, loan or similar relationship, the 24-month period starts on the day the relationship terminates.

2. Where there is no Business Relationship, you can update a customer or third-party mailing list for the sole purpose of mailing.

A third-party mailing list cannot be cleansed with NCOA before being rented. A third-party mailing list can only be updated with NCOA data for the purpose of mail.

I SHALL NOT use the NCOA Mover Data to:

1. Augment an address database to include any person with whom I do not have a business relationship;
2. Create a mailing list or other sub-list to target customers based on the knowledge of their move;
3. Use the NCOA Mover Data to find specific individuals by carrying out a single instance data retrieval, skip tracing or verifying address information for a single address;
4. Conduct any statistical activities or analyze mover patterns;
5. Sell commercial lists or license a data file that include NCOA Mover Data updates.
6. For any other purposes other than correcting mailing lists or updating databases where a business relationship exists.

I am accepting these Terms of Use on behalf of my organization. I will ensure that any additional recipients of the updated mover information within my organization are aware that they are also subject to the NCOA Terms of Use. Canada Post may take legal action if these Terms of Use are violated.

By agreeing to NCOA Terms of Use, I will receive a Terms of Use ID. I will provide this ID to my NCOA provider to be validated before NCOA Mover Data processing is done.

I will re-acknowledge these Terms of Use every 12 months to continue using the NCOA Mover Data service. The obligations described in these Terms of Use continue after any termination of any such NCOA data arrangements.

All other parties, including without limitation, any print house, advertising agency, mail service provider or any other party transmitting any NCOA Mover Data must sign their own NCOA Terms of Use.

Your Terms of Use ID is strictly for your own NCOA Mover Data processing. No other organization, including affiliates and subsidiaries, can use your Terms of Use ID to process their data.

Canada Post makes no warranty or representation, either express or implied, with respect to the NCOA Mover Data file, including its correctness, quality, performance, merchantability, or fitness for particular purpose. Canada Post shall not be liable for direct, indirect, special, incidental, consequential damages, or any loss of use, revenue or profit arising out of use or inability to use the NCOA Mover Data, even if advised of the possibility of such damages.