



## Terms of Use

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### Highlights

- **You cannot share, or give away, your username and password to MassTrac.**
  - › If you are an association, you cannot give access to your members
  - › If you are a government agency, you cannot give access to entities below you
  - › You cannot give access to an outside lobbyist on your payroll
- **You cannot piggyback off another user.**
  - › We will not give access to outside lobbyists in the name of their clients if that outside lobbyist has a separate lobbying-based revenue stream
  - › Outside lobbyists must have their own accounts
  - › Lobbyists with separate revenue streams who share office space with other lobbyists must have their own accounts
  - › If you are a separate government sub-agency, you cannot obtain access via your parent agency

Exceptions can be made, by only in by written request to InstaTrac Inc.

## Terms of Use

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- Researching and tracking legislation for yourself, your organization, and its clients or members
- Generating reports for your own use, and the use of your organization and its clients or members
- Generating calendars for your own use and the use of your organization
- Creating and storing tracks (or profiles), positions, analyses, and other data about the bills you track, and generating reports based on them
- Forwarding any information to authorized users within your organization

You are permitted to generate tracking reports that you share with your clients or members in print or electronic form. As generated from the MassTrac Site, the reports will contain a copyright notice, which you should not remove before sharing the reports. In addition, if you wish to post such reports on your own web site, they must be maintained in a password-protected area of your site, unless specific written permission is obtained from MassTrac to post content on a publicly accessible site.

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security and will change your password if you believe your password may have been compromised or used without authorization.

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MassTrac maintains logs of subscriber login activity to ensure that passwords are not shared.

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## **Terms of Use may change from time to time**

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To alert you to changes in these Terms of Use, you will be presented with a click-through option when you log in to the site after a change. In addition, we will provide a notice at the top of these Terms of Use for at least 30 days after the new effective date and highlight the changes so that you can locate them easily (unless the change is a minor change, such as a change in our contact information, or a non-substantive change, such as the correction of a typographical error).

You may access the current version of these Terms of Use at any time by clicking on the link marked "Terms of Use" at the bottom of each page of this Site.

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