



Policy On Line® User Agreement

Web Access	TASB Policy Service will install an electronic version of the District's localized policy manual, as reflected by Policy Service's records, on the TASB Web Site. Policy Service will provide an efficient graphical user interface to the data.
Maintenance	The District must continue to participate in policy manual maintenance services. In addition, the District will notify Policy Service of its adoption of locally initiated policy changes or numbered updates. As soon as practicable thereafter, Policy Service will update the accessible electronic version to reflect those changes.
Service Costs	The cost to the District shall be a non-refundable, one-time fee of \$1,700 for (1) comparing the manual to our records, translating, and installing the District's localized policy manual and (2) the first year of support and maintenance of the electronic manual. Annually, after the first year, the District will prepay a lesser amount, for support and maintenance for the ensuing year. (Currently that figure is \$850.)
Use of Data	Any user associated with the District or other user to whom the District has provided access may view, print, and/or copy the electronic manual as the user sees fit, other than for commercial purposes. Under no circumstance may any user attempt to modify information on the TASB server or to acquire the programming code for Policy On Line. Both remain the physical and intellectual property of TASB, Inc.; legal action may be initiated by TASB, Inc. against any user who violates these conditions.
Responsibility	Legal responsibility for the policies of the District and for the electronic version made accessible through Policy Service resides exclusively with the District. Except for necessary hardware/software maintenance and upgrades and for Internet-related problems, TASB's Web Site will be continuously accessible to the District and to those it permits to access its localized policy manual in this form.
Cancellation	The District may terminate its participation in Policy On Line at anytime by giving 30 days' prior written notice. However, no prorated refunds will be given. If the District ceases to be a TASB member, the District's participation in Policy On Line shall be terminated.

Please sign below and return a copy of this User Acceptance to TASB Policy Service at the address above:

Signature: _____ Date: _____

Title: _____

District: _____