

## Use of SmartyStreets Address Cleansing and Geocoding Services

1. Parties. The parties to this Partnership Agreement (heretofore referred to as the "Agreement") are The American Immunization Registry Association (AIRA) and the jurisdiction named below.
2. Purpose. This Agreement sets out terms and conditions to provide the named jurisdiction with address cleansing and geocoding services.
3. Services provided. AIRA has purchased a service subscription with SmartyStreets to provide address validation, standardization, and geocoding services to interested IIS. The services provided by Smarty Streets are described on its website ([www.smartystreets.com](http://www.smartystreets.com)). AIRA makes no representation that the services are suitable for the jurisdiction. AIRA will provide credentials for the SmartyStreets service to participating member IIS at no charge to the jurisdiction. The Terms and Conditions that apply to any jurisdiction that accesses SmartyStreets (including jurisdictions that access through use of credentials provided by AIRA) are described on the SmartyStreets website at <https://smartystreets.com/legal/terms-of-service>. Note that the SmartyStreets terms and conditions contain limitations of liability and indemnity provisions. Each IIS will be issued a unique authentication token by AIRA and will be able to process an unlimited number of address validations and geocoding through either batch or real time integrated processes.

The jurisdiction will send only addresses, including street address, city, state, and zip code, void of any further identifiers and other information, to SmartyStreets, in accordance with the requirements established by SmartyStreets. The jurisdiction will send only addresses submitted to or stored in their IIS, including addresses for patients, responsible persons, and organizations.

SmartyStreets currently stores all 230 million USPS addresses in its database; however, Smarty Streets also stores all the addresses submitted through the service for testing purposes and to ensure continued accuracy of results following routine system updates. All addresses are stored in an encrypted format.

Should a jurisdiction inadvertently send other patient identifiers or protected data to SmartyStreets, that data can be backed out of the Smarty Streets database; however, backing it out will involve working directly with SmartyStreets who will charge a fee for this service. In such a case, the jurisdiction will be responsible for paying the fee charged to back the data out of the SmartyStreets system.

Per the terms of the SmartyStreets service, a jurisdiction's access to and use of the Site, Software, and Content is at your own risk. SmartyStreets will have no responsibility for any harm to your computer system, loss of data, or other harm that results from your access to or use of the Site, Software, or Content. While making efforts to the same, SmartyStreets does not guarantee the accuracy of the Content.

4. Privacy and security. By signing this Agreement, a jurisdiction affirms that it has established and uses administrative, technical, and physical safeguards in accordance with recognized industry standards to protect the privacy and security of its data, and to prevent unauthorized use of or access to it. Each jurisdiction is subject to the privacy and security provisions established within its own jurisdiction.
5. Authorized access. Each participating IIS will be issued a unique authentication token. The access token for SmartyStreets should be used for address cleaning and geocoding of only address information contained in the jurisdictions immunization information system (IIS), as allowed by applicable local law and should not be shared for use by other public health programs unrelated to their IIS, or their associated data.
6. Terms of Use. Terms of use for SmartyStreets are posted on the SmartyStreets website. Utilization of the address cleansing and geocoding service assumes that the jurisdiction has also read and agrees to the "Terms of Service" and "Reseller Agreement" posted on the SmartyStreets website (the jurisdiction is represented as the "Client's Customer" in these documents).
7. No monetary exchange. Each party will provide its own personnel, equipment, material and services to implement this Agreement. This Agreement does not provide for monetary exchange among the parties.
8. Data in aggregate. The jurisdiction agrees to report specified evaluation metrics to AIRA for the purposes of evaluating the impact and success of the service, including 1) how the service is accessed (batch, real-time API, etc.) and the approximate number of records standardized/validated/geocoded. All requested data will be in aggregate only; no data will be requested at the individual address level.
9. Period of Agreement. This Agreement begins when signed by any two parties and continues until written termination by either party. Written termination must be issued no later than 30 days prior to a discontinuation of service.
10. Responsibility. AIRA makes no express guarantees about the accuracy or performance of the Smarty Streets service and is not liable for any costs, fees or

reimbursement related in any way to the SmartyStreets service. AIRA will simply facilitate a subscription service with Smarty Streets for use by the IIS community. Any issues related to the service should be taken up with Smarty Streets directly.

11. Withdrawal and termination. Any party may withdraw its participation in this Agreement, without cause, by providing written notice to the other party 30 days prior to its termination of services. However, AIRA may immediately terminate a member's access to the service if it is determined that the service is being used for records outside the boundaries of this agreement.
12. Entire agreement. This Agreement specifies the entire agreement between the parties.
13. Authority to sign: By signing this Agreement, each party represents that it has the authority to enter into this Agreement and commit its jurisdiction to its terms.

**IIS Program/Primary Contact Information**

IIS Name: \_\_\_\_\_ Jurisdiction: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Title: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**AIRA**

Approved by: \_\_\_\_\_ Title: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please return your completed document to Maureen Neary at [mneary@immregistries.org](mailto:mneary@immregistries.org).