

## **American Bus Association Foundation Information Policy**

All publications of the American Bus Association Foundation (ABAF), including but not limited to studies, reports, research findings, and communications material posted on this site are governed by the term of use described below.

### **ABA Foundation Donor Organizations:**

Companies that make annual donations to the ABA Foundation are free to cite and use the research and data within their organization. However, if you intend publish (print or electronic) or reproduce the data in any way please email the ABA Foundation ([mmanousoff@buses.org](mailto:mmanousoff@buses.org)) for authorization and attribution assistance.

### **The News Media:**

ABAF publications are subject to the “Fair Use Doctrine,” and members of the news media are permitted to cite, link, quote and source the ABA Foundation for any news story using normal and customary attribution pursuant to AP style and Society of Professional Journalist protocols.

### **Non-donor organizations, companies, trade associations, promotion groups and the general public:**

All users of any of the ABAF works on this site, or any of the site's information, data, research or publications in whole or in part, should be aware that the information posted herein is protected by the Copyright laws of the United States. Use of the data, research and reports in whole or in part must conform to the terms of use listed below.

1. Any reproduction, retransmission, or republication of ABAF research, data and publications not meeting these standards are expressly prohibited, unless the ABAF has expressly granted prior written consent to reproduce, retransmit, or republish the material. All other rights reserved.
2. Any reproductions or other use of ABAF research and/or Publications are for the private use within the users own organization only and are not to be copied or in any way used outside of the organization.
3. ABAF and/or Publications data or information received from this site or by other means may not be communicated, copied, transmitted or given to other people, organizations, or to the media without the prior written permission from the ABAF.
4. After receiving written permission from ABAF, any reference to statistics or findings from ABAF must be cited or attributed appropriately to ABAF and the specific document.

**To request permission to use ABAF material, please email your request to [mmanousoff@buses.org](mailto:mmanousoff@buses.org) with the following information:**

A full description of the work you wish to use:

1. Title of the work.
2. An exact description of the content you wish to include.

How the work will be used:

1. If you intend to change the work in any way, give specific details of the changes, and assurances that the work will not be used to mislead, slander, or bring the author into disrepute.
2. Will it be included within other content, and if so what is the overall context, and what proportion of the overall work does the copied content represent.
3. How will the work be reproduced, (i.e. published in book format, released online, etc.)
4. Give assurances that the work will be properly attributed (as indicated above).