

## Cancellation Policy

Notification of cancellation must be submitted in writing. Cancellations received on or before Friday, June 10, 2022, are subject to a \$100 U.S. cancellation charge. No refunds will be given after June 10, 2022. AUTM permits substitutions at any time; substitutions must be submitted in writing and must be of the same membership status or the difference in fees may apply. Please note, you must be a current AUTM Member during the year of the event to receive the Member rate. If you should cancel your AUTM 2022 Central Region Meeting registration, it does not apply to your AUTM Membership dues paid during the registration process.

## Privacy Policy

Your data privacy and security are important to us. When you register for this event, AUTM will process your data in accordance with our legitimate interests for hosting an industry event and for being a community-based organization. For more on how AUTM manages and protects your data, visit [autm.net/privacy-policy](https://autm.net/privacy-policy). Please review our privacy policy, including how to exercise your rights under the privacy and security laws such as the General Data Protection Regulation (GDPR).

## General Data Protection Regulation Opt-In

AUTM would like to include you in the list of Meeting attendees. This helps drive attendance, and we kindly ask for your participation. If you agree, we will list your name, title, company, and location.

## Liability Waiver

As a condition of my participation in this meeting or event, I hereby waive any claim I may have against AUTM and its officers, directors, employees, or agents, or against the presenters or speakers, for reliance on any information presented and release AUTM from and against any and all liability for damage or injury that may arise from my participation or attendance at the program. I further understand and agree that all property rights in the material presented, including common law copyright, are expressly reserved to the presenter or speaker or to AUTM. I acknowledge that participation in AUTM events and activities brings some risk and I do hereby assume responsibility for my own well-being. If another individual participates in my place per the AUTM Substitution Policy, the new registrant agrees to this disclaimer and waiver by default of transfer.

I understand that travel and gathering involves risk of sickness, including sickness from COVID-19. I (and on behalf of my guest(s)) waive and release AUTM and its sponsors and exhibitors, and their employees and agents, from and against claims, liabilities and expenses arising from injury, sickness or death from contraction or spread of COVID19 or other communicable disease due to travel to or attendance at an event sponsored by AUTM.

I will take necessary precautions while at the event including, but not limited to, engaging in appropriate social distancing, wearing a mask when requested and/or required, minimize face touching, frequently washing hands and avoiding risky environments such as overcrowded bars or restaurants. I agree to not attend any AUTM event if I feel ill or had recent exposure to a COVID-19 case.

This waiver and release are binding on me.

### **Code of Conduct**

AUTM is a listening organization focused on its participants. AUTM Central Region is designed to increase interaction, engagement, collaboration, connectivity, and community, in a fun and safe learning environment.

We value the participation of each member of the community and endeavor to deliver an enjoyable and fulfilling experience. Conference participants are expected to conduct themselves with integrity, courtesy and respect for others and maintain the highest level of professionalism at all conference programs and events, whether officially sponsored by AUTM or not.

All attendees, guests, speakers, organizers, volunteers, partners, vendors, and staff at any AUTM event are required to observe the following Code of Conduct.

AUTM provides a harassment-free conference experience for everyone, regardless of gender, sexual orientation, disability, physical appearance, body size, race, or religion. We do not tolerate harassment of conference participants in any form.

All communication should be appropriate for a professional audience including people of diverse backgrounds and cultures. Sexual language and imagery are not appropriate for the conference.

Be kind to others. Do not insult or defame participants. Harassment in any form, sexist, racist, or exclusionary jokes are not condoned at AUTM Events. Participants violating these rules may be asked to leave the conference at the sole discretion of AUTM. Thanks for helping to make this a welcoming event for all.

## Media Disclaimer and Waiver

AUTM may take photographs and video of this event for use in AUTM news and promotional material, in print, electronic and other media, including the AUTM website. By participating in this event, I grant AUTM the right to use any image, photograph, voice, or likeness, without limitation, in its promotional materials and publicity efforts without compensation. All media become the property of AUTM. Media may be displayed, distributed, or used by AUTM for any purpose.

## Health and Safety: Vaccination and COVID-19 Testing Requirement

Your wellbeing is AUTM's top priority. As a result, AUTM has put into place [protocols](#) to make this a safe Meeting for everyone – attendees, staff, and vendors.

AUTM will *require **proof of COVID-19 vaccination or a negative COVID test, taken no more than three days before the event.*** You will be required to show this verification to receive your badge. If you are unable to produce this documentation, you will not be able to attend the meeting. No refunds will be available.

If you have questions regarding your health and safety at AUTM 2022 Central Region Meeting, please email [info@autm.net](mailto:info@autm.net).