



## **HAC Convention & Tradeshow Delegate Terms & Conditions**

### **1. DELEGATE REGISTRATION CANCELLATION AND CONTINGENCIES**

- Delegates may cancel their registration in writing to **chanel.barnes@h-a-c.ca** and receive a full refund until thirty (30) days prior to the convention, less an administration fee of \$50.00. No refunds will be issued thirty (30) days prior to the convention.
  - Delegates who cannot attend may send an alternate individual from the same organization. Substitutions will be accepted until fifteen (15) days prior to the event.
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### **2. BADGE PICKUP AND BADGE SHARING**

- Badges must be picked up by the attendee themselves; other attendees cannot collect badges on someone else's behalf.
  - Badge sharing is strictly prohibited, or they will be removed from the event. Attendees are required to wear their own badge at all times during the event.
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### **3. PHOTOGRAPHY/VIDEOGRAPHY DISCLOSURE**

- For promotional purposes, photographic and video recordings may be taken during the event. As a registered attendee of the **HAC Convention & Tradeshow**, you agree to grant permission for **HAC** to use your likeness in a photograph or video in any and all of its publications and presentations, including website entries, without payment or any other consideration; to authorize **HAC** to alter, copy, exhibit, publish or distribute the photograph or video for purposes of publicizing future **HAC** programs or for any other lawful purpose; to waive the right to inspect or approve the finished product, including written or electronic copy, wherein your likeness appears.
  - Registrants who do not wish to be filmed or recorded should advise **HAC** in writing prior to the event by emailing **chanel.barnes@h-a-c.ca**.
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### **4. PRIVACY POLICY**

**HAC** is the sole owner of the information collected on our websites. We do not sell or rent this information to third parties or partners, unless clearly indicated. The importance of security for all personally identifiable information associated with our members and attendees is of utmost concern to us. This site has security



measures in place to protect the loss, misuse, and alteration of the information under our control. When processing a transaction, this information is safeguarded by our secure server.

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#### **Access to your information:**

1. Your personal information is accessible to **HAC** Staff and Board of Directors.
2. Your banking/credit card information processed online is not stored, nor is it visible or accessible by any employee or board member.
3. **HAC** does not sell or trade convention registration information with outside sources.
4. Convention registration information is only shared with explicit consent from the registrant.

The following information may be collected from event participants via email, telephone, website, or in person:

- Full Name
- Position Title
- Telephone Number(s)
- Email Address
- Organization

To view our full Privacy Policy, please visit our website [here](#).