

## **CALL FOR SPEAKERS: Speaker Agreement Terms and Conditions**

Sharing your professional experience at CNA2021 provides quality exposure for you and your company while creating an unprecedented learning opportunity for attendees. Please review the following terms and conditions and accept in the Call for Speakers application form.

### **If selected as a Speaker:**

1. You agree to present at the specified CNA2021 event. The exact date and time of your presentation will be shared in your email confirmation letter and is subject to change.
2. If selected for CNA2021, you agree to meet the following deadlines:
  - a. Confirmation to participate within ten (10) business days of the e-mail confirmation sent by the CNA
  - b. Registration for the conference no later than July 1, 2021
  - c. Speaker training session via webinar (TBD)
  - d. Submission of final slide decks no later than September 1, 2021
  - e. Presentation rehearsal / dry run no later than August 27, 2021
3. You agree to work with a speaker liaison who will be your primary point of contact for keeping you on track with deadlines and requirements. You will also receive a Speaker Information Package at a later date with detailed logistical information. You will meet with your primary point of contact at least two (2) times via phone or webinar before the conference.
4. CNA will provide standard audio-visual equipment suitable for the meeting room assigned for your presentation, at its own discretion. Additional audio-visual requirements should be identified at the time of submission.
5. You agree to author a presentation and represent that you own all rights in the presentation or that the content is in the public domain, free of all claims, liens and encumbrances and have full power to execute this agreement. You agree to obtain any permission or clearance required for the content of your presentation at the conference by your employer, the owner of the presentation content or any other necessary organization or individual prior to submitting the presentation to CNA2021.
6. If your presentation is a work-for-hire presentation or is based on your work with another company, you agree that you are the sole author(s) and the owner of the presentation content (the company cited in the presentation) has granted written permission for this content to be presented and distributed at the CNA2021 Conference.

7. You represent that the presentation does not infringe the statutory copyright or common law literary rights of others or violate the rights of privacy or libel other persons or otherwise violate any other intellectual property rights. If the presentation contains copyrighted material owned by a third party, you are responsible to obtain written permission from the copyright owner to use the copyrighted material in the presentation.
8. You agree to indemnify and hold harmless CNA2021, its licensees, assignees and contractors in any action arising out of facts which constitute a breach of the aforementioned representations and warranties and hold them harmless for any and all third-party claims, damages, liabilities, costs, charges and expenses including reasonable attorneys' fees arising out of any breach of the aforementioned representations and warranties or relating to the content of the presentation.
9. You grant CNA2021 the rights to include your presentation content in the conference proceedings in hardcopy and/or electronic format. A copy of your slide presentation must be made available for download by registered conference participants after the conference. Your session may be recorded and made available to conference participants or the general public either at no additional cost or for a fee. CNA2021 can add your name, topic, and short biography to the CNA2021 website and YouTube Talk Nuclear page, or any marketing materials. CNA2021 may use any recordings or portions of your presentation for advertising and marketing purposes of future conferences.
10. You agree that your presentation will not disparage any other methodologies or bodies of work and you will conduct yourself in a professional, ethical fashion.
11. In recognition for your partnership, CNA2021 will provide you (1) one half-priced registration for your attendance to the conference. You must use the discount code provided in your acceptance letter and register no later than July 1, 2021. Due to the format of CNA2021, no co-speakers will be permitted; unless pre-arranged.
12. You agree to ensure that your session is a sales-free zone. Under no circumstances shall any CNA2021 session be a speaking platform to be used as a place for direct promotion of a speaker's product, or monetary self-interest – without written permission under a separate addendum agreement with CNA2021. Selling from the podium is defined as:
  - a. Making a sales transaction.
  - b. Using your session to develop a mailing list.
  - c. Handing out price lists.
  - d. Discussing engagements/fees.
  - e. Discounting others' views, models, or products in the session.

13. Non-Discriminatory Presentation Guidelines: Presenters must refrain from overt statements or offensive humor, which would disparage the dignity of any individual or group. Following are some non-discriminatory presentation guidelines:
- a. Use non-discriminatory words in verbal and written communications.
  - b. Review your material and substitute asexual words such as sales representative or salesperson instead of salesman. Refrain from using label and eliminate sexist language in your handouts.
  - c. If you encourage audience participation, acknowledge, and give equal opportunity for contribution.
  - d. Avoid discriminatory jokes.
  - e. Introduce panel members in a non-sexist manner. Ask panelists how they wish to be presented. Avoid references to personal/physical attributes. Acknowledge professional positions, skills, and contributions to the industry. Be consistent in the use of names and titles, giving the same type of information and level of formality for each.
  - f. Avoid visual aids that show people in stereotypical roles.

CNA2021 receives a large variety of submissions that are outstanding and are willing to be placed on a waiting list. Failure to comply with the terms and conditions could result in a speaker from the waiting list being moved into your programming slot. If this happens, CNA2021 will not reimburse any of your flights, reservations, or additional fees.

By participating in the application process, you certify that you are agreeing to all the items outlined in this agreement.