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**Introduction**

This document sets out the terms and conditions between the International Society for Pharmacoepidemiology, Inc. ("ISPE") and you when you register for any event or conference organized by ISPE. By registering for an event or conference organized by ISPE you are agreeing to comply with these terms and conditions. You should read this document carefully. These Terms & Conditions are available in the English language only and is current as of **6 June 2022**.

**Acceptance of policies and registration conditions**

These ISPE Event Registration Terms & Conditions (the "Terms & Conditions") apply to all ISPE events. Before you can complete your registration, you must acknowledge and accept the Terms & Conditions contained herein. Should you not wish to accept the Terms & Conditions you should not register. Submission of a registration is regarded as affirmation of your acceptance of these Terms & Conditions.

**ISPE Membership**

Registering for ICPE 2022 includes, at no additional cost, membership with ISPE for the calendar year January 1, 2023, through December 31, 2023. Consequently, you will be added to ISPE's membership email list and receive regular updates from ISPE about our programs, events, elections, award opportunities, committee service, membership renewal notices, and much more. By registering for the meeting, you provide consent to your membership renewal or joining, whichever is applicable. As a member of ISPE, you agree that you will receive emails from ISPE and, except for transactional confirmations from which you cannot opt-out, you may opt-out at any time by contacting ISPE (at [info@pharmacoepi.org](mailto:info@pharmacoepi.org)) or updating your personal profile preferences, or directly unsubscribing using the unsubscribe links provided in ISPE emails. You also agree to [ISPE's Privacy Policy](#).

**How we will use your information**

ISPE is committed to data privacy and protecting your personal information. Information on how ISPE collects, processes, and uses your data is included in [ISPE's Privacy Policy](#) which is hereby incorporated into these Terms & Conditions.

During the event registration process, you will be invited to opt-in to the publication of the attendee listing for the event, and, depending on the event, opt-in to sharing your contact details with our sponsors and/or exhibitors. You can decline to share your data by not opting-in.

A valid email address is required for all registrations. ISPE uses the personal data you provide in this registration for administering your participation in this event. This may include information about the event's content, event logistics, payment, updates, and additional information related to the event.

### **Nondiscrimination policy**

ISPE prohibits discrimination, harassment, and bullying against any person for any reason—for example, because of age, ancestry, color, disability or handicap, national origin, race, religion, gender, sexual or affectional orientation, gender identity, appearance, matriculation, political affiliation, marital status, veteran status, or any other characteristic protected by law.

### **Event conduct and safety**

ISPE is committed to providing a safe, productive, and welcoming environment to all participants, including staff and vendors, at ISPE-related events. ISPE has no tolerance for discrimination, harassment, or bullying in any form at ISPE-related events. Participants are expected to adhere to these principles and respect the rights of others.

*What to Do If You Witness or are Subjected to Unacceptable Behavior:* Participants should report any behavior inconsistent with these principles to onsite event staff, who will be easily identified as such. Event staff will help participants contact venue security or local law enforcement, provide escorts, or otherwise assist those experiencing harassment to feel safe for the duration of the event. We value your attendance.

For the safety of all attendees, ISPE events are 'weapons free' and all conference participants, including staff, volunteers, and attendees, are banned from possessing any object or substance intended to cause injury to others, including but not limited to firearms.

You may contact onsite event staff at the official Registration Desk, or you may report a concern directly to [reg@pharmacoepi.org](mailto:reg@pharmacoepi.org).

### **Liability waiver & release**

In consideration of being allowed to register for, and participate in the event, you hereby warrant and represent that you are age 18 or above and freely waive, release from liability, assume all risks, and covenant not to sue ISPE or its members, employees, board members, agents, or volunteers for any expense, loss, damage, personal injury, including loss of life, illness, disability, property damage, or property theft or actions of any kind that you may hereafter suffer or sustain before, during, or after the event, unless said expense, loss, damage, personal injury, including loss of life, illness, disability, property damage or property theft or actions of any kind is caused by the sole, gross negligence of ISPE. This Liability Waiver and Release is specifically binding upon your heirs and assigns and is knowingly given.



**Assumption of Risk**

The novel coronavirus, COVID-19, has been declared a worldwide pandemic by the World Health Organization. COVID-19 is extremely contagious and is believed to spread mainly from person-to-person contact. As a result, health authorities recommend social distancing and have, in many locations, prohibited the congregation of groups of people. Governmental restrictions may change at any time without prior notice. As such, ISPE cannot guarantee eligibility to travel or to participate in ICPE 2022 if restrictions change. Additionally, if conference attendees choose to attend the conference and enter onto the Bella Convention Center premises or other ISPE-contracted site premises, they may be exposing themselves to and/or increased risk of contracting or spreading COVID-19.

ISPE and its officers, officials, directors, instructors, contractors, agents, employees, and any other representative and the Bella Convention Center will seek to implement preventative measures to reduce the spread of COVID-19 consistent with the guidance and recommendations of public health agencies for slowing the transmission and exposure to COVID-19 which may include, but not be limited to, health questionnaires for all conference participants, mask-wearing to cover mouth and nose, sanitation procedures, and physical distancing measures at the Bella Convention Center and during the conference.

By registering for ICPE and checking the acknowledgement to ISPE policies, terms and conditions, I, on my behalf and on behalf of each individual included in this registration ("Registrant"), acknowledge the contagious nature of COVID-19 and voluntarily assume the risk that we may be exposed to or infected by COVID-19 by accessing the conference in-person and that such exposure or infection may result in personal injury, illness, permanent disability, and death.

As such, I accept the terms of this Assumption of the Risk and Waiver of Liability. Registrants understand that the risk of becoming exposed to or infected by COVID-19 may result from the actions, omissions, or negligence of myself and others, including, but not limited to, Entities, Bella Convention Center, their respective employees, agents, contractors, volunteers, and other conference participants.

Finally, Registrants acknowledge that no promises, representations, or affirmations of fact were made to me concerning the safety or danger associated with traveling to the conference or participating in any activity or interaction related to or associated with the conference.

**Service as an invited speaker**

If you agree to speak at an ISPE sponsored event, we will share your contact and biographical information with event attendees. We typically request a photograph to accompany your profile. For most of our meetings, we post on the respective event website information such as your name, employer, physical work address, work email, as well as a link to your company website and/or professional LinkedIn page available to the public. We share your details so that we may promote your expertise in the subject matter on which you are presenting, and also so that visitors to the event website, including event attendees and speakers, can contact you with questions and requests for more information, and to provide feedback if needed. Additionally, speakers may be asked to complete a release agreement or copyright form prior to their presentation.



**Credential/badge scanning during the event**

ISPE event sponsors, exhibitors, and other third parties may directly request your personal information at their exhibit booths or presentations. Providing your information to them is optional, and you should review their privacy policies to address your needs and concerns about how they will treat your personal information.

If, during the event, you attend a session or program hosted by an exhibitor other than ISPE, you understand and agree that when you present your badge for scanning or when you provide personal data, that information will go to a non-ISPE entity and ISPE takes no responsibility for how that company uses your personal information.

**Usage of photographic and video material taken at ISPE events**

To comply with global data privacy laws, ISPE imposes certain restrictions on the use of multimedia at its events (e.g., photography, video, audio, online streaming, and all future mediums). An attendee is permitted to use hand-held cameras and/or smartphones to take photographs and capture digital images for personal, non-commercial use, provided the photography is not disruptive. Photographs may not be published, sold, reproduced, transmitted, distributed, or otherwise commercially exploited in any manner whatsoever without ISPE's prior permission.

ISPE may hire professional service providers (photo/video/streaming/audio) to document and display the event experience. ISPE may also use social media (e.g., Twitter) to: (i) post real-time photos and videos to its social media feeds; and (ii) display select submissions from those feeds on monitors throughout the event venue. Attendees and sponsors are encouraged to capture their event experiences and post their own social content from the event (text, photos, audio, video, streaming), provided it does not infringe upon the rights of any attendee, sponsor, third party, or ISPE. Such infringement would include, but is not limited to, defamation or infringement of intellectual property rights. In the event an attendee requires a release or permission to protect the rights of a third party, obtaining such a release or permission shall be the sole responsibility of the attendee.

By attending the event, you acknowledge and agree as follows: (a) ISPE may edit and use footage it captures at the event for marketing and promotional activities and for any other lawful purpose in the ordinary course of its business and your image may feature; and (b) due to the prevalence of mobile recording devices in today's world, ISPE disclaims all liability for the capture of your image in any multimedia format by other attendees at the event. ISPE does not provide compensation for the use of images, in which you may appear, captured at any of our events.

**General**

You acknowledge that the venue, timings, speakers and program of any ISPE event are subject to reasonable changes. Please ensure you take care of your personal possessions during any ISPE event as ISPE cannot accept any liability for their loss or damage.

ISPE reserves the right to change, amend, add or remove any of the above Terms & Conditions in its sole discretion and without prior notice, for example, to reflect changes in relevant laws or regulatory requirements, or improvements we make to ISPE events. If one or more of the conditions outlined in these



Terms & Conditions should become invalid, the remaining conditions will continue to be valid and apply. These Terms & Conditions apply to all event participants (attendees, speakers, sponsors, exhibitors).

The views expressed by any event attendee, speaker, exhibitor, or sponsor are not necessarily those of ISPE. All attendees, speakers, exhibitors, and sponsors are solely responsible for the content of all individual or corporation presentations, marketing collateral, and/or advertising.

This agreement shall be governed by and construed in accordance with United States law and the parties agree that US courts shall have non-exclusive jurisdiction in relation to this agreement.

