



## **eSentio Events Code of Conduct**

eSentio Technologies convenes events that are welcoming, respectful, inclusive and collaborative. This Code of Conduct applies to all eSentio-sponsored events as well as affiliated events connected with an eSentio meeting or event, whether in a public or private facility. All individuals at the event including attendees, speakers, facilitators, guests, staff, contractors and volunteers will adhere to the following:

### **Expected Behavior**

- Treat everyone with respect.
- Be respectful in discussing and debating ideas.
- Follow the rules and policies of the venue and/or platform.
- Be mindful of your surroundings and of your fellow participants.
- Take reasonable precautions while at the event to prevent the spread of illness including, for example, staying up to date with recommended vaccinations, wearing a mask, minimizing face touching and frequently washing hands.
- Do not attend in-person if you are ill or had recent exposure to a communicable illness such as COVID-19.

### **Unacceptable Behavior**

- Promoting or participating in harassment, bullying, discrimination, or intimidation on-site, online, and/or on social media.
- Sharing or republishing slides, unpublished data, or presentation materials without explicit written permission from the presenter.
- Engaging in unwelcome or surreptitious photography, screenshots, or recording of individuals.
- Disrupting the event (e.g., sustained or disrespectful disruption of presentations or "Zoom-bombing" of digital events) or engaging in harm or threats of harm of any kind.
- Making audio or visual recordings of the in-person or digital event in any medium.

- Distributing audio or visual recordings of any digital event components (via social media or any other means).
- Verbal abuse: offensive verbal comments or derogatory jokes related to race, national origin, religion, sex, age, disability, sexual orientation, gender identity, political affiliation, physical appearance, body size or immigration status.
- Sexual harassment: unwelcome sexual advances or verbal or physical contact of a sexual nature; inappropriate use of nudity and/or sexual images; inappropriate sexual comments, suggestions or jokes; pressure for dates or sexual favors.
- Other prohibited behavior: physical or sexual violence, deliberate intimidation, stalking, or any other behavior deemed to be of a criminal nature in the jurisdiction in which the sponsored event is held.

### **Consequences and Reporting Unacceptable Behavior**

If at any time you feel that this code has been violated or that you are being harassed, contact an eSentio staff member immediately or email/call: [meg.mcevoy@esentio.com](mailto:meg.mcevoy@esentio.com), 434-409-0050.

Anyone requested to stop unacceptable behavior is expected to comply immediately. After participants comply, they may raise any questions or concerns to an event contact. eSentio officials, including the Board or its designees, may take any action deemed necessary and appropriate, including immediate removal of participants from the in-person or digital event. eSentio reserves the right (1) to issue verbal or written warnings; (2) to revoke a participant's access to the event without a refund; (3) to report illegal activity to local authorities, and/or (4) seek injunctive relief and/or monetary damages. eSentio reserves the right to prohibit attendance at any further event, digital or in-person of any person who violates eSentio's policies.

### **eSentio Events Assumption of Risk and Release Waiver**

By registering for and attending an eSentio event, I acknowledge that I will be voluntarily participating in a multi-day event expected to have attendees who will come to the event from many different locations across the U.S and abroad.

I agree that travel and gathering involves risk of sickness, including sickness from COVID-19, influenza and other communicable illnesses. I (and on behalf of my guest(s)) release eSentio 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 illness, including COVID-19 or other communicable disease, due to travel or attendance at this event.

I recognize that there may be risks involved in participating in physical activities held during any eSentio events. I understand that it is my responsibility to modify movements to fit my limitations and level of conditioning and that eSentio is not responsible for injuries that occur during these activities.

I understand that the opinions, statements, presentations, data, images, videos, documents and other information expressed or otherwise shared by presenters or other participants at eSentio events are for informational purposes only. The views and opinions expressed by presenters and other participants outside of eSentio's organization are not those of eSentio, unless expressly indicated otherwise.

**Privacy Waiver:** Your data privacy and security are important to us. When you register for this event, eSentio will process your data in accordance with our legitimate interests for hosting an industry event. Please review our organizational privacy policy.

I consent to receive promotional content from exhibitors and sponsors through eSentio's marketing platforms. Exhibitors and sponsors will receive a registration list with personal data in accordance with eSentio's privacy policy. There is an option to unsubscribe from these messages if you begin to receive them.

**Media Waiver:** I am aware that eSentio staff or vendors may photograph or record during the event or related sessions or events. I consent to being recorded during and in connection with any eSentio event and consent to the use or publication of such recordings, or my likeness therein, in connection with any promotional, educational or professional purposes. I understand that only eSentio's staff and authorized vendors are permitted to video and/or audio-record event sessions.

**Waiver of Lawsuit/Liability:** I agree to expressly release eSentio and its Board members, directors, officers, employees, and agents (collectively and individually the "eSentio Parties") from any and all liability in connection with eSentio's events. eSentio shall not be responsible for any defamatory, offensive, or illegal conduct of participants. I voluntarily and freely assume all risks and dangers that may occur pursuant to my attendance at eSentio events, including the risk of injury, death, or property damage.

I AGREE TO INDEMNIFY, DEFEND, AND HOLD THE ESENTIO PARTIES HARMLESS FROM ANY AND ALL LOSS, LIABILITY, CLAIM, OR DEMAND, INCLUDING ACTUAL ATTORNEYS' FEES AND COSTS, MADE BY OR ARISING OUT OF MY VIOLATION OF ANY OF THESE POLICIES, MY USE OF ESENTIO'S ONLINE PLATFORMS AND/OR MY VIOLATION OF ANY RIGHTS OF ANOTHER.

## **Registration Policies**

Registration is limited to those invited to attend eSentio events and receive notification to register. Substitutions without prior notice and approval are not allowed. In some cases, guests of invitees are allowed to register and participate in eSentio events and must follow the same event policies.

## **Cancellation Policies**

Notice of registration cancellation must be received in writing by eSentio **no later than March 26, 2025** to receive a 50% refund. No refunds will be processed after that date. Email your written cancellation to [simon.elven@esentio.com](mailto:simon.elven@esentio.com) or [meg.mcevoy@esentio.com](mailto:meg.mcevoy@esentio.com).