

The following applies to all presenters of events produced by the Iowa Association of Community Providers (IACP).

Conference Registration Fee

Primary presenter

- The person listed first in the submission form is considered the primary presenter.
- If selected, compensation will be one (1) event registration.

Co-presenter

- The second person listed in the submission form is considered the co-presenter.
- If selected, compensation will be one (1) discounted registration (no other discounts apply).

Event registration:

- Is non-transferable and cannot be shared or split over the duration of the event with colleagues, supervisors, clients, family, etc.
- Includes all event materials, event lunches & beverage breaks, and receptions for the event
- Grants access to event sessions.
- Does not include access to additional sessions or activities outside of the day of presentation. Registration and fees are required to attend any pre-conference activities.

Note: Additional presenters beyond the first two (2) listed in the proposal will register at the event registration rate but may take advantage of any discounts that apply.

Travel Expenses

Presenter is responsible for making all travel and hotel arrangements. Presenter is responsible for the cost of all travel, accommodations, and other expenses.

Cancellation of Event

IACP reserves the right to cancel the event in the case of acts of God, war, government regulation, disaster, strikes, civil orders, terrorism, curtailment of transportation facilities, or other emergencies making it inadvisable, illegal, or impossible to provide the facilities or to hold the event.

IACP reserves the right to cancel the event due to low registration.

If the event is cancelled for any of the above reasons, IACP will not be responsible for any expenses or fees.

Presentation Requirements

Presenter authorizes the publication of session materials and understands it will not transfer the copyright, which will be held by the presenter.

Presenter agrees to submit session materials in a timely manner based on due dates set by IACP.

Presenter agrees to provide a high-resolution color photo for promotional purposes, based on the due date set by IACP.

Presenter agrees not to include or distribute promotional materials of any kind during session.

Video Authorization

Presenter understands the session may be recorded by IACP. Should the presenter's session be selected, it is understood the recording will be included in the archive and may be used in part or in its entirety for promotional or educational purposes.