

Coast2Coast (C2C) Notices

Please review the following notice carefully if you will be attending the 2025 ACSA & CSBA Coast2Coast (C2C) Washington, D.C., Federal Advocacy Trip, April 28-30, 2025.

Attendees shall be required to follow procedures and protocols established at the conference venue and hotels to ensure the health and safety of all attendees. Attendees also shall be required to execute a release of liability form, by which the attendee shall agree to voluntarily assume all risks related to exposure to COVID- 19 or other contagious or infectious disease and to release ACSA and CSBA from any liability related to such exposure.

In addition, attendees understand the following:

- ❖ By attending the 2025 ACSA & CSBA C2C, attendees' consent to the recording and capturing of their image and/or voice in any non-private space and authorize Organizers to use attendees' photographs, video, and audio recordings for any Organizers' purpose.
- ❖ Photographing and video-recording are allowed in most public areas of the event. However, at specific events, panels, or areas, photography or video-recording may be restricted.
- ❖ Optional Pre-conference activity: By attending the Pre-conference activity, attendees agree that PRA Events, Inc, on its own or through its supplier and vendor partners, may photograph, videotape or audiotape attendees during the event and related activities, and any taken photo, video, audio, likeness or image of attendees (which may or may not be personally identifiable) may be used by PRA Events, Inc for promotional or related purposes without remuneration to the attendees.
- ❖ Attendees should not leave personal belongings such as briefcases, water bottles, backpacks, purses, coats, book bags, laptops, tablets, or mobile devices unattended in meeting rooms or public areas. Safe keeping of such items are the responsibility of their owner and Organizers will not be held responsible should they become lost or stolen. Additionally, unattended items may be subject to removal by security upon being discovered.
- ❖ Advertising, solicitation, and distribution of flyers, brochures, promotional items, or other materials without prior written approval from conference organizers is strictly prohibited. Any unapproved activities may result in removal from the event without refund and potential exclusion from future events.

Housing Policy

All hotel reservations are made directly with the conference designated hotel and require a valid credit card guarantee at the time of booking. To avoid incurring a cancellation penalty, guests must provide advance notice of their cancellation. Cancellation policies may vary depending on the rate and dates of your reservation. Please refer to your reservation confirmation to verify your cancellation policy. If you need further assistance, contact the hotel directly. Penalties for early departure are enforced and vary by hotel. Make sure to verify your departure date with your hotel upon check-in.

The negotiated block of rooms has a reservation cutoff date of **Saturday, Apr. 5, 2025**. After the cutoff date, rooms may be given on a space-available basis and the special group discount may not be available.

Cancellation of Event by Organizers

Organizers, ACSA and CSBA, reserve the right to cancel the event at any time. If Organizers cancel this event, attendees' registration fees will be refunded. Organizers will not be liable for any personal or business costs associated with participation in C2C if the event is cancelled. Hotel reservations made in the C2C room block can only be cancelled by the registrant. See Housing Policy above for further information.

Cancellation of Registration by Registrant

All cancellations must be submitted in writing no later than 11:59 p.m. (PST) on **Thursday, Apr. 10, 2025**. There is no refund for no-shows. Requests for refunds will not be reviewed until after the event, and responses to requests may take an additional 4-6 weeks. Direct all cancellation requests to register@csba.org.

Conference Registration Policy:

For cancellations received prior to 11:59 p.m. (PST) on **Thursday, Apr. 10, 2025**:

- ❖ A 25% processing fee will be applied and the balance of your registration fee will be refunded.
- ❖ Substitutions may be made with another individual within the registrant's LEA.

For cancellations received **Friday, Apr. 11, 2025**, through **Sunday, Apr. 27, 2025**:

- ❖ No refunds will be issued.
- ❖ Substitutions may be made with another individual within the registrant's LEA by Sunday, Apr. 27. You must visit the onsite registration desk to make changes to your registration.

Pre-Conference Ticket Policy:

For pre-conference ticket cancellations received prior to 11:59 p.m. (PST) on **Thursday, Apr. 10, 2025**:

- ❖ The balance of your registration fee will be refunded.
- ❖ Substitutions may be made with another individual within the registrant's LEA.

For pre-conference ticket cancellations received on or after **Friday, Apr. 11, 2025**:

- ❖ No refunds will be issued.
- ❖ Substitutions may be made with another individual within the registrant's LEA by the morning of the event, Sunday, Apr, 27. You must visit the onsite registration desk to make changes to your registration.

Release from Liability to ACSA & CSBA

The novel coronavirus, COVID-19, is a worldwide pandemic that is extremely contagious and can cause serious illness and death. Though we are taking appropriate health and safety measures and precautions, Organizers cannot guarantee that you will not be exposed to, contract or spread COVID-19 while attending this event. Please note that any in-person interaction at the ACSA & CSBA Coast2Coast event may increase your risk of contracting or spreading COVID-19.

With full acknowledgement of the above notice, I wish to attend the in-person meetings of ACSA & CSBA's 2025 Coast2Coast event, so I agree to the following:

- ❖ I understand that my attendance and participation in the above event could pose a risk of exposure to COVID-19 or other contagious or infectious diseases to me.
- ❖ I freely assume any risk of harm or injury to me that my attendance or participation in the event may cause, and I release ACSA and CSBA from all liabilities, costs and damages that I may incur thereby.
- ❖ I understand that by this release and waiver, I give up my right to bring any claims, including for personal injuries, death, disease, property losses or any other loss, that may be released and waived under applicable law.
- ❖ I understand that this release and waiver prevents me from seeking damages in any way against ACSA and CSBA, whether such damages are known or unknown, foreseen or unforeseen, or occur now or in the future.

Shuttle/Transportation Notice

ACSA and CSBA may arrange for shuttles to transport attendees and staff (Riders) between the conference locations and Capitol Hill. If a shuttle is provided, each Rider uses the shuttle at their own risk, and as a condition of use, may be required to execute a waiver of liability in favor of ACSA and CSBA and/or the shuttle provider.

Minors

C2C programming is designed for adult audiences only. This event is not for children under 18 years old.

- ❖ Certain events at C2C will have alcohol available for purchase. No one under 21 will be admitted into such events.