SPEAKER CONTRACT

On behalf of the CampusEnergy2021 Technical Program Committee, IDEA is pleased to confirm that your abstract has been accepted for participation in the technical conference program. In order to secure a spot in the preliminary technical program, all confirmed speakers are asked to review and approve this speaker contract and return it to Kristen Hawkins at Speakers.idea@districtenergy.org by or before 5:00 pm ET Monday, November 16.

Important Deadlines

Submit Speaker Contract – Monday, November 16, 2020
Speaker Registration/Payment Deadline – Friday, December 18, 2020
PowerPoint Presentation Submission – Wednesday, January 6, 2021
Video Presentation Submission – Monday, January 25, 2021

By consenting to participate and agreeing to the speaker contract, you are required to:

• Register and pay for the conference by or before Friday, December 18, 2020. Speakers receive a discounted speaker registration rate. Registration details and a link to the speaker registration will be provided as soon as they are available.

All speakers including panelists, workshop speakers, main program speakers and co-presenters, must register and pay for the conference. IDEA reserves the right to increase the registration rate and rescind participation in the technical program if the registration is not received by Friday, December 18, 2020. If a speaker or speakers need to be substituted, subject to approval by IDEA, the registration fee may be transferred to a replacement speaker(s). If you have any questions regarding registration, please contact Cheryl Jacques at cheryl.idea@districtenergy.org or +1 (508) 366-9339.

• Submit PowerPoint presentations and video recording on time and in accordance with the presentation guidelines. Failure to submit presentations and/or video by the submission deadline, Wednesday, January 6, 2021 and Monday, January 25th, 2021 respectively, may result in removal from technical program. The Conference Technical Committee reserves the right to review and approve all presentation content and may make edits or comments as needed. Presentation Guidelines, including policies on commercial content, will be sent to all speakers immediately after acceptance of Speaker Contract.

• Participate in recording/practice sessions as requested. IDEA anticipates pre-recording portions of the conference and may request speaker participation in a recording or practice session prior to the event. Speakers will make all reasonable accommodations to participate in these sessions as requested by the IDEA team.

• Participate in Q&A. Regardless if your presentation is delivered live or pre-recorded, Q&A with the speaker will be made available. Speakers must be available and logged into the CampusEnergy2021 virtual platform at the time of their session. Q&A may be conducted via Zoom Meeting or by Chat as determined by IDEA.

• Support conference promotion. IDEA kindly asks speakers to help promote awareness of the conference. IDEA will forward promotional materials from time to time, including speaker specific promotion, to be reviewed and subsequently shared with their networks.

• Use of photography/video/recording – IDEA reserves the exclusive right to photograph, record and/or videotape presenters/panelists for all or portions of their presentations and expressly prohibits such videotaping by individual participants. Presenters agree to allow IDEA to post or publish images on IDEA websites and mobile apps, in District Energy magazine or other publications without restriction and without prior consent.

If you have any questions please do not hesitate to ask either Kristen Hawkins at kristen.idea@districtenergy.org or Laxmi Rao at laxmi.idea@districtenergy.org or +1 (508) 366-9339.
• Copyright - The author(s) hereby acknowledge and agree that the copyright of the volume of presentation to be presented is vested in the publisher of the proceedings. It is understood that authors retain the right to allow other publishers permission to re-publish their presentations in entirety or as subsequently edited or abbreviated, as long as the IDEA CampusEnergy Conference is identified as the source. The author(s) further agree that IDEA may permit such use of its copyright publications, as it deems proper, upon judicious considerations, through abstracts, quotations or excerpts. The primary author is responsible for the accuracy of the material submitted and hereby certifies that all content submitted to IDEA is original and is free and clear of any copyright infringements and indemnifies IDEA of any claims related to its use, publication or posting.

I hereby agree to the Speaker Contract and its content outlined above.

Print Name __________________________________________       Date ______________________________

Signature ___________________________________________   Organization ____________________________

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