

## Event Terms & Conditions Template

This document outlines the Terms and Conditions (T&C) governing participation in the Regional Event Series: Okanagan hosted by the Homelessness Services Association of BC. By registering for the event, you agree to be bound by these T&C.

### 1. Regional Event Communications

By registering for the Regional Event Series: Okanagan on June 2, 2026, you agree to receive email communications from HSABC. We will send you important updates about the event, including:

- Registration confirmations
- Event schedule and logistical updates
- Post-event follow-up links (surveys, resources, downloads)

### 2. Registration Cancellations and Transfers

We understand that plans can change. Our cancellation and transfer process is as follows:

- **Cancellation with Refund:** You may cancel your registration and receive a refund until **May 14, 2026**, minus a small **10% administration fee**.
  - To cancel, please send an email request to **info@hsa-bc.ca**.
- **No Refund Period:** After **May 14, 2026**, no cancellations will be accepted, and no refunds will be issued.
- **Registration Transfer:** If you are unable to attend, you can transfer your registration to another person until **May 26, 2026**, by sending an email request with the new registrant's name and contact details to **info@hsa-bc.ca**.

### 3. Event Changes, Postponement, and Liability

While we strive to deliver the event as planned, unforeseen circumstances may require changes.

- **Program Changes:** We reserve the right to make changes to the program, speakers, venue, or schedule without prior notice.
- **Postponement/Rescheduling:** If the event needs to be rescheduled or postponed, your existing registration will remain valid and will be subject to the cancellation schedule mentioned in Section 2.

- **Travel Risk:** We recommend avoiding non-refundable travel arrangements. Any non-refundable airline tickets, hotel reservations, or other external expenses made will be at the registrant's own risk. We will not be held liable for any expenses, damages, or losses incurred by the registrant due to event changes.
- **Event Cancellation by Organizer:** In the unlikely event that the Regional Event is cancelled entirely by **HSABC**, a **full refund of the registration fee** will be issued. Our liability will be limited strictly to the amount of the fee paid by you, and we will not be responsible for any additional liabilities or damages.

#### 4. Safety and Conduct

To ensure a safe and professional environment at the event, all participants agree to follow these guidelines:

- **Code of Conduct:** All participants agree to conduct themselves professionally and respectfully toward all staff, facilitators, exhibitors, and fellow attendees. **HSABC** reserves the right to remove any participant whose conduct is deemed disruptive or inappropriate, without refund.

#### 5. General Provisions

- **Modifications:** We reserve the right to modify, add, or remove any of the terms and conditions mentioned above without prior notice.
- **Severability:** If any provision in these Terms & Conditions is found to be invalid or unenforceable, the remaining provisions will still be valid and effective.
- **Applicability:** These Terms & Conditions apply to all participants, exhibitors, and registered guests of the event.