



Performance Policies and Procedures

Speaker shall present the session set forth in the Agreement and shall:

- Abide by the dates in the Agreement;
- Not defame, slander or libel any person, firm or corporation;
- Present session as described and agreed to by CSC speaker coordinator
- Present session according to CSC speaking guidelines, and shall not denigrate CSC, its program or representatives in any manner.
- Agree and state that all materials and content presented by Speaker does not infringe or violate any copyright, trademark, patent or intellectual property rights of any person or entity, nor do they promote or endorse any product, service, or device which may or is at this time of the program not approved by any governing agency.
- Speaker shall not do a "hard" sell or promote any particular product or service at any time during the session presentation.
- Speaker shall only play licensed music during their presentation or as walk in music; set forth by ASCAP or BMI, to protect its members' musical copyrights by monitoring public performances.
- The presentation must be legal and code compliant and include fact checkers/references if applicable.
- Speaker understands and that their session could be sponsored and could include some speaking time.
- Speaker will follow the on-site protocols i.e. turn in session evaluations, execute housekeeping notes etc.
- Session date, time, and location are subject to change. Any changes will be communicated.
- Speaker will use the CSC template.
- Presentation(s), handout(s), and video(s) will be submitted for approval at least sixty (60) days prior to the event.
- CSC reserves the right to edit the presentation and content for consistency and style.
- Presentations will be available to attendees in a locked pdf format on a hidden page on the website.
- CSC reserves the right to record, film, photograph, and interview to develop, distribute, broadcast or otherwise globally to disseminate such media. Should a session include any filming, it will only be used for marketing purposes.