



FREE EXPO PASS – PAGE 1 OF 2

Which day will you attend?

Sunday Monday Tuesday

Children under the age of 18 must be accompanied by an adult and be registered onsite. If you need services or equipment pursuant to the Americans with Disabilities Act (ADA), please call APWA at 816-472-6100 ext., 5242.

EXHIBIT HOURS: Sun 12–4, Mon 9–3, Tue 9–1

To Register: Cut down on wait times onsite and submit completed form in advance.

1. **Fax to:** 817-277-7616
2. **Email to:** webreg@signup-confirmation.com

Completed forms will also be accepted at onsite registration in Charlotte but submit in advance as instructed above to avoid delays.

Once registered, badge and materials will be available for pick up onsite.

Compliments of Exhibiting Company:

Booth #: _____

Badge Nickname (e.g. Dave, Sue, "Doc," "Smiley," etc.) _____

First Name _____ Last Name _____

Title _____

Organization/Company Name _____

Address _____

City _____ State/Province _____

Zip/Postal Code _____ Country _____

Daytime Phone _____ Fax _____

E-mail _____

Emergency Contact Name _____

Phone _____

CANCELLATIONS:

If your plans change and you cannot attend the program, a colleague can attend in your place – just send us an email. Cancellations and requests for refunds must be in writing. Membership status will not transfer; the fee will be based on the new attendee's member status. A full refund, less a \$125 USD administration fee, will be made if written notice is postmarked by July 29, 2022. No refunds on registration fees or tickets will be issued after July 29, 2022, or in cases where the registration fees total less than \$125. All payments will be forfeited if registration is canceled after July 29, 2022. No refunds will be granted for "no-shows." Non-attendance does not excuse the participant's financial obligation to pay the registration fees due to APWA. Exceptions will be given and a full refund issued with documentation from a medical provider advising against travel or participation in PWX. Accounts left unpaid for more than 90 days may be subject to further collection efforts. The participant will be responsible for any costs or expenses associated with collections including collection agency fees. Approved refunds will be processed within 30 days after PWX. Please send your cancellation and/or refund request to cancellations@apwa.net.

PHOTO AND VIDEO RELEASE: I grant to APWA the right to take photographs or video of me in connection with the APWA PWX. I authorize APWA, its assigns and transferees to copyright, use and publish the same in print or electronically. I agree that APWA may use or reproduce such photographs with or without my name or biography and for any lawful purpose, including APWA educational, news or promotional material, whether in print, electronic or other media, including the APWA website.

SPECIAL NEEDS: If you need special services or equipment, pursuant to the Americans with Disabilities Act (ADA), please contact the APWA Meetings Department at 816-472-6100 or email pw.x@apwa.net.

CONFERENCE CODE OF CONDUCT: APWA is dedicated to providing a secure, pleasant and harassment free environment for participants in all our events and conferences. All Attendees, Presenters and Exhibitors are required to comply with

this Code of Conduct and to cooperate with APWA and event/conference staff in implementing and enforcing compliance with this Code. Attendees, Presenters and Exhibitors at APWA events are expected to conduct themselves at all times in a courteous, professional and respectful manner, and to refrain

from language and behavior that might bring discredit upon themselves, their companies or agencies or APWA. Prohibited conduct includes, but is not limited to, actions disrupting the business like atmosphere of a conference, harassment of any kind, discrimination, inappropriate language, failure to comply with all local, state, and federal laws, activities that endanger self or others, and failure to comply with instructions of event/conference staff. Harassment includes the use of abusive, offensive, or degrading language or visual images, intimidation, stalking, bullying behavior, harassing photography or recording, inappropriate physical contact, sexual imagery and unwelcome sexual advances or request for sexual favors.

In addition, specific to virtual meetings and events, participants are asked to adhere to the following rules:

- The recording or transmissions of any education sessions, presentations, demos, videos, or content in any format is strictly prohibited.
- Participants should not in any way disrupt presentations during sessions, in the exhibit arena, or at other events organized by APWA throughout the virtual meeting. All participants must comply with the instructions of the moderator and any APWA virtual event staff.
- Presentations, postings and messages should not contain promotional materials, special offers, job offers, product announcements, or solicitation for services. APWA reserves the right to remove such messages and potentially ban the source of those solicitations.
- Participants should not copy or take screen shots of any sessions or events, Q&A or any chat room activity that takes place in the virtual space.



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Attendees, Presenters and Exhibitors who do not comply with this code of conduct at any event will be subject to discipline ranging from removal from the event with no refund to being barred from attending future APWA sponsored or co-sponsored events.

WHAT TO DO IF YOU WITNESS OR ARE THE SUBJECT OF UNACCEPTABLE BEHAVIOR: If you have any concerns or wish to report violations of this Code of Conduct, please contact a member of APWA staff immediately. You may also report concerns by calling 816-595-5242 or emailing dforbes@apwa.net.

PWX ONSITE COVID PROTOCOLS:

APWA is closely monitoring the guidance of the Center for Disease Control (CDC) as it relates to gatherings and personal protection. Specific rules related to COVID-19 protocols will be in place at the PWX in person event in Charlotte. These rules will be published and shared with attendees in advance of the event and will be in-line with necessary measures at that time. It is the expectation that all staff, volunteers, attendees, exhibitors, speakers and contractors follow the outlined rules, to reduce the risk of spread of COVID-19 or other communicable disease.

Any public space where other people are present holds an inherent risk of exposure to COVID-19 and other communicable diseases.

Event organizers will follow appropriate protocol to mitigate risk of communicable disease transmission. By attending this event you agree to take necessary precautions for not only your safety but for the safety of others.

The following will be updated as necessary and shared with all PWX participants.

Before Leaving Home

- Follow relevant guidance provided by the World Health Organization (WHO), Center for Disease Control (CDC) and/or your local health authority.
- Adhere to government issued travel restrictions and guidance issued by the region you will be travelling to and the region you are travelling from.
- Evaluate your own health and that of people you are in close contact with; contact the meeting/event organizers if you have concerns.
- Stay home if you feel sick.

On-site During the Event

- Follow guidance from your local health authority, for every-day preventive actions to help prevent the spread of respiratory viruses including:
 - Washing hands often with soap and water for at least 20 seconds, or an alcohol-based sanitizer with at least 60% alcohol.
 - Avoiding touching eyes, nose, and mouth with unwashed hands.
 - Covering your nose and mouth when coughing or sneezing. Throw used tissues in the trash.
 - Cleaning and disinfecting frequently touched objects and surfaces using a regular household cleaning spray or wipe.
- Agree to have your temperature taken before entering the meeting/event venue, if required by the event organizers.
- Agree to wear a mask or facial covering, if required by the event organizers.
- Adhere to social distance protocols put in place by the event organizers and respect others' personal space.
- Go to the event First Aid office at any time, if you feel unwell or are experiencing flulike symptoms.

Post-event

- Based on current contact tracing advice from many health authorities, if you test positive for COVID-19 up to 14 days after returning home, please contact the meeting/event organizers to advise them.
- As required by the City of Charlotte, if it becomes necessary to do so APWA will provide to the City of Charlotte Department of Health name and contact information for all PWX participants as a means to conduct contact tracing.

ADULT/WAIVER RELEASE:

IN CONSIDERATION OF being provided the opportunity to volunteer and/or participate in the American Public Works Association Public Works Expo (PWX) , I acknowledge and agree as follows. For purposes of this Waiver and Release, volunteers and participants shall be referred to as "Participants"; volunteering and participation shall be referred to as "Participation" and the activities and events of PWX shall be referred to as "Activities":

1. There is risk of injury from Participating in Activities, and while particular rules, equipment, and personal discipline may reduce this risk, the risk of injury does exist and I KNOWINGLY APPRECIATE, UNDERSTAND AND ASSUME ALL SUCH RISKS; BOTH KNOWN AND UNKNOWN, EVEN IF ARISING FROM THE NEGLIGENCE OF APWA OR OTHERS and I hereby assume full responsibility for my Participation and for any damage arising out of Participation; and
2. I expressly relieve the APWA from any duty of care, which is or may be owed to me as a result of Participation; and
3. I willingly agree to comply with the stated and customary terms and conditions for Participation. If I observe any unusual significant hazard during my presence or Participation, I will remove myself from Participation and bring such to the attention of the nearest official immediately; and
4. In addition to the above, I understand and agree to the following precautions in relation to the COVID-19 pandemic:
 - a. To refrain from Participating if at the time of Activity: (a) I am experiencing any symptoms of illness such as a fever, cough, or shortness of breath; and/or (b) I have been diagnosed with COVID-19 and not yet cleared as noncontagious by my healthcare provider, and/or state or local public health authorities.
 - b. To follow APWA, CDC and other recommended guidelines, including but not limited to guidelines from state and local authorities, while engaging in Activities, including, without limitation e.g., practicing social distancing, trying to maintain separation of six feet from others to the extent possible, wearing a mask, frequent hand washing/sanitizing and otherwise limiting my exposure to the coronavirus and Covid 19.

I FURTHER ACKNOWLEDGE THAT I UNDERSTAND THE EXTREMELY CONTAGIOUS NATURE OF THE CORONAVIRUS AND COVID-19 AND VOLUNTARILY ASSUME THE RISK THAT BY MY PARTICIPATION I MAY BE EXPOSED TO THE CORONAVIRUS AND OR INFECTED WITH COVID-19, AND THAT SUCH EXPOSURE OR INFECTION MAY INVOLVE THE RISK OF SERIOUS INJURY, ILLNESS, PERMANENT DISABILITY AND/OR DEATH. I UNDERSTAND THAT THE RISK OF BECOMING EXPOSED TO THE CORONAVIRUS OR INFECTED WITH COVID-19 MAY RESULT FROM THE ACTIONS, OMISSIONS, OR NEGLIGENCE OF OTHERS, INCLUDING THE APWA, AND I HEREBY EXPRESSLY ASSUME ALL SUCH RISKS AND DANGERS WHETHER PRESENTLY KNOWN OR UNKNOWN.

5. I, for myself and on behalf of my heirs, assigns, personal representatives and next of kin, HEREBY RELEASE AND HOLD HARMLESS and agree to indemnify and defend the American Public Works Association, its officers, officials, agents, employees, directors, affiliates, partners, successors, predecessors, assigns, and any other person(s) acting on its behalf as well as all other Participants, sponsoring agencies, sponsors, advertisers, and if applicable, owners or lessors of premises used to conduct the Activity, and their officers, officials, agents, employees, directors, affiliates, partners, successors, predecessors, assigns, and any other person acting on their behalf (Releasees), from and in respect of any and all injury, disability, death or loss or damage to personal property caused by participation in the Event, WHETHER ARISING FROM THE NEGLIGENCE OF THE RELEASEES OR OTHERWISE. I acknowledge that this release shall apply to any injury, illness, disability or death resulting from my Participation including, without limitation, resulting from exposure to the coronavirus or from becoming infected by COVID-19 during such Participation.

I HAVE READ THIS RELEASE OF LIABILITY AND ASSUMPTION OF RISK AGREEMENT, FULLY UNDERSTAND ITS TERMS, UNDERSTAND THAT I HAVE GIVEN UP SUBSTANTIAL RIGHTS, INCLUDING THE RIGHT TO ASSERT A CLAIM OF NEGLIGENCE AGAINST RELEASEES RELATING TO PARTICIPATION IN THE EVENT, BY SIGNING IT, AND SIGN IT FREELY AND VOLUNTARILY WITHOUT ANY INDUCEMENT.

Signature _____

Date _____