

# HBA Speaker Agreement

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*This external help article has been developed for speakers - please feel free to share it with them!*

Speakers can now acknowledge the agreement in their HBA profile by following the steps below. This only needs to be completed once per calendar year as it satisfies the need for a signed agreement for all chapter, regional, and affinity group events.

1. Log in to their [HBA profile](#) (*note: HBA membership is not a requirement to have an HBA profile. If a profile needs to be created, that can be done so [here](#) in just a few minutes.*)
2. In your HBA profile, navigate to the left-side purple navigation bar. Select "Speaker Agreement Form":



3. From the following screen, click "submit" to agree to the calendar year indicated:

## Speaker Agreement Form

This speaker agreement remains in effect for the entire year for all HBA chapter/regional events. If you have questions regarding this agreement, please contact [events@hbanet.org](mailto:events@hbanet.org).

I agree to speak, either in-person or virtually (i.e. by webinar) at an HBA Chapter/Regional/Global event and to present on the topic(s), requested by the HBA. I agree to manage the presentation within the time parameters permitted and speak to the information as agreed. I understand and will abide by the HBA practice that events are not to be used as a venue for the marketing of non-HBA products, services, sponsorships, or memberships.

I attest that my presentation and any other material that I submit to the HBA is my own original work and that performance will not infringe on the rights of others. I also attest that I am the sole copyright owner of my material or that I have obtained all necessary permissions or licenses from any person, entity or organization whose material is included or used in my presentation.

I agree that HBA may use my name, photograph and biography as submitted to the HBA in connection with my presentation for the purposes of promoting the event. I also agree to allow the HBA to use my photograph and biographical information that is public in my LinkedIn profile or on my business website in connection with my presentation and for the purposes of promoting the event.

I agree that the HBA has the right to use, reproduce, and/or distribute any and all audio, visuals, video and written materials in connection with my presentation(s), in whole or in part.

I indemnify and hold the HBA harmless from and against any and all claims, expenses (including reasonable attorney's fees), and liability arising, directly or indirectly, out of my actions or inaction in the event, including but not limited to any injury or damage which I may suffer as a result of my participation.

Agreement year \*

2020

Submitted By

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SUBMIT



Once a speaker has been registered for an event, the registration report will show if they have signed for the year.