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2023 CCSA REGISTRATION AND CANCELLATION RELATED MATTERS

General Notice: Please review the following notice carefully if you will be attending the 2023 CCSA Annual Workshop in San Francisco, California.

In-person attendees shall be required to follow procedures and protocols established at the conference venue and hotels to ensure the health and safety of all attendees. In-person attendees shall also be required to execute a release of liability form that will be available upon event check-in that shall provide that the attendee voluntarily assumes all risks related exposure to COVID-19 or other contagious or infectious disease and shall release CCSA/CSBA from liability related to such exposure.

CCSA CANCELLATION AND REFUND REQUESTS

CCSA/CSBA reserves the right to cancel in-person attendance at any time for the health or safety of attendees or its employees. If CCSA/CSBA cancels in-person attendance, CCSA/CSBA will automatically transfer all in-person attendees to virtual registration and refund the difference in registration fees.

Cancellation/refund requests for any registration, in-person or virtual, must be submitted in writing no later than close of business on November 14, 2023. Requests for refunds will not be reviewed until after the conference, and responses to refund requests may take an additional 8-10 weeks. A 25 percent cancellation fee shall apply for each cancelled registration. CCSA/CSBA will not issue refunds for no-shows but will forward workshop materials to the registered individual. Please direct all cancellation and refund requests to ccsa@csba.org.

RELEASE FROM LIABILITY TO CCSA/CSBA

The novel coronavirus, COVID-19, is a worldwide pandemic which is extremely contagious and can cause serious illness and death. Though we are taking appropriate health and safety measures and

precautions, CCSA/CSBA cannot guarantee that you will not be exposed to, contract, or spread COVID-19 while attending a CCSA/CSBA event or activity. Please note that any in-person interaction at the CCSA Annual Workshop may increase your risk of contracting or spreading COVID-19.

In-Person CCSA Annual Workshop attendees will be required to complete a release of liability form upon check-in that includes the following:

I wish to attend the In-Person CCSA Annual Workshop in San Francisco, CA, November 30 – December 1, 2023, so I agree to the following:

- I understand that my attendance and participation in the above event could pose a risk of exposure to COVID-19 or other contagious or infectious disease to me.
- I freely assume any risk of harm or injury to me that my attendance or participation in the event may cause, and I release CCSA/CSBA from all liabilities, costs, and damages that I may incur thereby.
- I understand that by this release and waiver, I give up my right to bring any claims, including for personal injuries, death, disease, property losses, or any other loss, that may be released and waived under applicable law.
- I understand that this release and waiver prevents me from seeking damages in any way against CCSA/CSBA, whether such damages are known or unknown, foreseen or unforeseen, or occur now or in the future.