NONPROFIT DRIVEN 2022 CONFERENCE REGISTRATION POLICIES

Thank you for your interest in Nonprofit Driven 2022! We're committed to providing you with great connections and conversations on November 2 and 3, 2022. In order to do so, the following registration policies will mitigate challenges and keep the event running smoothly. If you have any questions about our registration policies, please contact brooke@theonn.ca.

A fee will be charged for attendance to the ONN Conference. The following terms apply:

- <u>Limitation of Liability</u>
- Privacy Policy
- Registration confirmation and payments
- Registration substitution
- Early bird registration
- Cancellation and refunds

Limitation of Liability

The ONN reserves the right to amend this program, make changes to speakers and presenters and cancel this event. This includes any cancellation or capacity changes to MTCC mandated by the City of Toronto, Toronto Public Health, and/or the Government of Ontario. If the event is canceled, the ONN shall refund all registration fees paid, but shall not be held liable for hotel, airfare or other costs incurred by delegates.

The ONN shall not be held liable for (and shall be entitled to use) any photos or videos taken of participants or event proceedings for promotional purposes.

Privacy Policy

By registering for the event, you are providing permission to receive emails related to the event. If you wish to opt out of receiving communications, you may do so by clicking the unsubscribe button at the bottom of the email. For any further questions, please email the ONN office at brooke@theonn.ca.

Photos will be taken at this event and used for ONN's projects, promotions, events, web and social media (including partner communications channels websites). By completing registration, you hereby authorize the Ontario Nonprofit Network to use the recordings and photographs in which you took part during Nonprofit Driven 2022.

You hereby waive any moral rights associated with the recordings and photographs, and ONN may include, edit, modify, juxtapose, etc., all or any part of the recorded visual and audio and other materials obtained.

You may at any point revoke this authorization before, during, or after the event. If you have questions or concerns about photo consent, please contact brooke@theonn.ca.

Vaccination Policy

As per ONN's policy, all in person events or meetings (on-site or off-site) that ONN hosts and manages directly require full vaccination against COVID-19. Proof of vaccination may be required. ONN encourages all attendees to take rapid tests prior to attending and stay home if they are experiencing any symptoms.

Masking may be required throughout MTCC pending current public health guidelines. MTCC updated their HVAC systems during the COVID-19 pandemic in order to improve ventilation. The MTCC has above standard ventilation and air exchange systems in place including MERV filtration.

ONN will monitor public health guidelines in the lead up to the event and communicate any changes to the event and/or vaccination policy to attendees prior to the conference.

Registration confirmation and payments

Conference attendees will receive email confirmation after completing their online registration; a payment receipt will be sent by email only following full completed payment. Only those attendees who have completed registration, and have paid in full will be able to attend the conference, unless previous financial arrangements have been made with ONN.

Registration can be paid with the following options:

- Credit cards: Visa and MasterCard
- EFT and e-transfers
- Cheques made payable to the Ontario Nonprofit Network, Foundation House, 2 St. Clair Avenue East, Suite 300, Toronto ON, M4T 2T5.

Accessibility

Any accommodation requests will be treated confidentially. An ONN staff member may reach out for clarification or to provide further information in advance of the event. Questions related to accessibility and accommodation can be directed to brooke@theonn.ca.

MTCC meets all requirements under the Accessibility for Ontarians with Disabilities Act (AODA). For more information about accessibility at the venue, please visit: https://www.mtccc.com/facility/accessibility/ Free admission will be provided to healthcare aide attendants, interpreters, and/or translators accompanying attendees. In order for ONN to have final attendance numbers, please indicate who will be accompanying you on your registration form or reach out to brooke@theonn.ca.

ASL interpreters will be present at all plenary sessions. Please indicate on your registration form if you would like an ASL interpreter at additional sessions.

Registration substitution

Registrants unable to attend may send a substitute. If the substitute is not a member, the non-member fee will be charged. Substitutions must be made in writing to brooke@theonn.ca. Substitutions will be accepted until October 3, 2022. Substitutions after this date will require ONN approval by contacting brooke@theonn.ca. Please note that we may not be able to accommodate dietary requests after the October 3, 2022 deadline.

Early bird registration

Early bird registration ends September 2, 2022. All registration and payments received after this date will be subject to the regular registration rates.

Cancellation and refunds

Full event registrations, less a \$30 cancellation fee, are refundable if submitted in writing to brooke@theonn.ca on or before October 3, 2022. Refunds will be issued within 30 days of the cancellation date. In most cases, refunds will be issued back in the original payment.

Registrations and cancellations received after October 3, 2022 are not refundable.