

Speaker Terms and Conditions of Contract

Conditions of Contract: - In these Conditions of contract the following definitions apply:

“Company” refers to in > Professional Development

“Client” the organisation or individual entering in to contract with the company via the acceptance of these terms and conditions

“Event” a course, conference or summit delivered or organised by the company

“contract” the legal contract between the Company and the Client for the purchase and supply of a service in accordance with the terms within the conditions of contract.

“booking” the confirmation by a client of their purchase request and acceptance of our conditions of contract.

“Speaker” refers to the individual invited to teach, facilitate, chair, deliver a presentation or participate on a discussion panel

Section Two: Speaker terms & conditions

1. Data Protection and Personal data

- 1.1 The company may use a speakers personal data, including the speaker’s name, company, work related background and presentation materials for promotional and administration purposes in relation to the event.
- 1.2 By agreeing to speak at a course or event you are consenting for us to process your data for what is deemed necessary and or appropriate to deliver that specific event or course.
- 1.3 You have the right to object to your data being used for specific purposes. If you have a specific objection, please email us at info@inpd.co.uk with the subject line ‘Data protection’.
- 1.4 Our full Data Protection and Privacy Policy can be downloaded from our web site www.inpd.co.uk/yourdata

2. Materials

- 2.1 Presentations and papers including all associated artwork and illustrations will not be returned unless specifically requested by the speaker. All documentation and papers must be objective and completely free of advertising and commercialism.
- 2.2 The company may audio, video, photograph or live stream speaker presentations and speaking sessions. These recordings may be reproduced and sold as part of the overall event materials and additional commercial activity. This allows delegates to purchase audio/video copies of presentations that they may have been unable to attend.
- 2.3 The company may reproduce copies of the speaker’s presentation (eg. PowerPoint slides or supporting handouts) on paper and/or electronically and these may be sold as part of the overall hand-out materials during and after the event. Any acknowledgement regarding Copyright or support should be included at the end of the abstract/presentation, as these will be distributed to the event to delegates.

3. Intellectual Property

- 3.1 Speakers own all Intellectual Property in the Content and materials provided in or used to support your presentation and nothing in these terms transfers any Intellectual Property to the company. In order for the company to obtain the full benefit of your Presentation, Speakers grant the company an indefinite licence for use of the material delivered at the agreed event.
- 3.2 Speakers are responsible for obtaining all necessary consents, permissions and/or licences for the making available and distribution of Content under these terms. Speakers will indemnify and keep us indemnified at all times against any and all actions, claims, proceedings, costs and damages, and all legal costs and other expenses reasonably incurred by us, or for which we may become liable, with respect to any Intellectual Property Rights infringement claim relating to or arising out of the Content, materials or Presentation provided.
4. Speaker Cancellations and Substitutions
 - 4.1 If, for whatever reason, it is found necessary for the Speaker to cancel to or provide a substitution, notice must be given 30 days prior to the commencement of the event and permission sought for any substitution.
 - 4.2 Should the any cancellation or substitution result in a commercial loss for the Company, the Client would be liable for any expenditure, damage or loss incurred by the Company
5. Alterations to Programme, Cancellation or Postponement of Event
 - 5.1 The Company holds the right to cancel or postpone any event with up to 7 days' notice prior to the commencement of an event if:
 - a. It is the company's view that there are insufficient numbers of Delegates sign up to attend the Event
 - b. It is the company's view that the Event is no longer practicable or financially viable for whatever reason.
 - 5.2 If, for whatever reason, it is found necessary to cancel, postpone or change the date of the event, the company shall not be liable for any agreed fee, expenditure, damage or loss incurred by the speaker.
 - 5.3 Speakers who do not wish to give permission for the above terms and conditions, please inform the company before agreeing to speak detailing your objections and reasons.
6. Revisions
 - 6.1 The Company reserves the right to revise these Conditions at any point

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