



## ATTENDEE PRE-REGISTRATION FORM — PAGE 1 OF 3

### Register Before March 8 and Save \$100 on a Full Registration

REGISTER ONLINE: [snow.apwa.net](http://snow.apwa.net)

## Activity Agreement, Waiver And Release

This ACTIVITY AGREEMENT, WAIVER AND RELEASE OF LIABILITY ("Release") is executed as of this date in favor of the American Public Works Association, a not-for-profit organization ("APWA"), and its chapters, directors, officers, employees, agents, affiliates, sponsors, advertisers, vendors, partners, predecessors, successors and assigns, event coordinators, volunteers and other participants, and all other persons acting on its behalf or in relation to the activities described herein, including, if applicable, all owners, operators or lessors of the venue or premises used to conduct the activities (collectively, the "Released Parties"). I desire to volunteer or otherwise engage and participate in activities and events planned, organized or sponsored by APWA, including but not limited to the APWA North American Snow Conference and activities held in conjunction with the conference ("Activities"). As a condition to being allowed to volunteer or otherwise engage and participate in the Activities, I hereby freely, voluntarily, and without duress execute this Release and agree to the following terms:

1. Assumption of Risk. I acknowledge and agree that the Activities may be inherently dangerous and may expose me to a variety of foreseen and unforeseen risks. I KNOWINGLY APPRECIATE, UNDERSTAND AND ASSUME ALL SUCH RISKS, BOTH KNOWN AND UNKNOWN, EVEN IF ARISING FROM THE NEGLIGENCE OF APWA OR OTHERS, AND HEREBY ASSUME FULL RESPONSIBILITY FOR MY PARTICIPATION IN THE ACTIVITIES AND ANY DAMAGES THAT MAY ARISE FROM MY PARTICIPATION IN THE ACTIVITIES.
2. Release and Waiver. I hereby release and discharge from, and expressly waive, any and all liability, claims, and demands of whatever kind or nature, either in law or in equity, that may arise from my participation in the Activities. I further release APWA and the Released Parties from any duty of care which is or may be owed to me as a result of my participation in Activities. I agree not to make or bring any claim or demand against APWA and the Released Parties related to my participation in the Activities, and release and discharge APWA and the Released Parties from liability under such claims or demands.

I UNDERSTAND THAT THIS RELEASE DISCHARGES APWA AND THE RELEASED PARTIES FROM ANY LIABILITY OR CLAIM THAT I MAY HAVE AGAINST THEM WITH RESPECT TO ANY PERSONAL OR BODILY INJURY, ILLNESS, COMMUNICABLE DISEASE, DEATH, DISABILITY, PROPERTY DAMAGE, OR PROPERTY LOSS THAT MAY RESULT FROM THE ACTIVITIES, WHETHER CAUSED BY THE NEGLIGENCE OF THE APWA AND THE RELEASED PARTIES OR OTHERWISE.

3. Compliance with Rules. I acknowledge and willingly agree to comply with any stated or customary rules, terms and conditions, or other requirements of the venue, event coordinator, or APWA for participation in the Activities, including without limitation those set forth in the attached Participation Terms and Conditions. I agree to comply with such materials and will follow the venue, event coordinator, or APWA instructions in carrying out the Activities. Furthermore, if I observe any unusual significant hazard during my participation in Activities, I will remove myself and notify the nearest official or other person in charge immediately.
4. Medical Treatment and Insurance. I hereby give consent and authority to the APWA and the Released Parties to obtain medical treatment on my behalf if I am injured or require medical attention during my participation in the Activities. I understand and agree that I am solely responsible for all costs related to such medical treatment. I hereby release, discharge, and hold harmless the APWA and the Released Parties from any claim whatsoever in connection with such treatment or other medical services. I further acknowledge and agree that the APWA and the Released Parties do not assume any responsibility to provide financial assistance, including but not limited to medical, health, or disability insurance of any kind in the event of my injury, illness, death, or property damage. I EXPRESSLY WAIVE ANY CLAIM FOR COMPENSATION OR LIABILITY ON THE PART OF APWA AND THE RELEASED PARTIES IN THE EVENT OF ANY INJURY OR MEDICAL EXPENSE.
5. Indemnification. I hereby agree to indemnify, defend, and hold harmless APWA and the Released Parties from any and all liability, losses, damages, judgments, or expenses, including attorneys' fees, that they may incur as a result of my negligence, recklessness, or willful misconduct in connection with my participation in the Activities, arising out of any third-party claim. THIS RELEASE IS BINDING ON AND INURES TO THE BENEFIT OF MYSELF, APWA AND THE RELEASED PARTIES, AND OUR RESPECTIVE HEIRS, EXECUTORS, PERSONAL REPRESENTATIVES, SUCCESSORS AND PERMITTED ASSIGNS.

6. Photographic Release. I understand and agree that during the Activities, I may be photographed and/or videotaped by APWA for internal and/or promotional use. I hereby grant and convey to APWA all right, title, and interest, including but not limited to, any royalties, proceeds, or other benefits, in any and all such photographs or recordings, and consent to APWA's use of my name, image, likeness, and voice in perpetuity, in any medium or format, for any publicity without further compensation or permission.
7. General. I hereby agree that this Release represents the full understanding between APWA and me and supersedes all other prior agreements, understandings, representations, and warranties, both written and oral, between us, with respect to the subject matter hereof. If any term or provision of this Release shall be held to be invalid by any court of competent jurisdiction, that term or provision shall be deemed modified so as to be valid and enforceable to the full extent permitted. The invalidity of any such term or provision shall not otherwise affect the validity or enforceability of the remaining terms and provisions.
8. Governing Law. I hereby agree that this Release is intended to be as broad and inclusive as permitted, and that this Release shall be governed by and interpreted in accordance with the laws of the State of Missouri, without reference to any choice of law doctrine.

### PARTICIPATION TERMS & CONDITIONS

#### Cancellations:

If your plans change and you cannot attend the program, a colleague can attend in your place – just send us an email. Membership status will not transfer; the fee will be based on the new attendee's member status. Cancellations and requests for refunds must be in writing. A full refund, less a \$125 USD administration fee, will be made if cancellation notice is received by March 15, 2023. No refunds on registration fees or tickets will be issued after March 15, 2023, or in cases where the registration fees total less than \$125. All payments will be forfeited if registration is canceled after March 15, 2023. 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 the North American Snow Conference. 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 the Snow Conference. Please send your cancellation and/or refund request to [cancellations@apwa.net](mailto:cancellations@apwa.net).

#### 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 [snow@apwa.net](mailto:snow@apwa.net).

#### Conference Code of Conduct:

APWA is dedicated to providing a secure, pleasant and harassment free environment for participants in all events and conferences. All Attendees, Presenters, Exhibitors, and Volunteers 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, Exhibitors, and Volunteers 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, applicable to both in-person and 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 area, or at other events organized by APWA throughout the meeting. All participants must comply with the instructions of the moderator and any APWA 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.

Attendees, Presenters, Exhibitors, and Volunteers 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](mailto:dforbes@apwa.net).

#### Conference Onsite Covid and Communicable Disease Protocols:

APWA closely monitors the guidance of the Center for Disease Control (CDC) as it relates to gatherings and personal protection. Specific rules related to COVID-19 or other communicable disease protocols may be in place at APWA meetings and events. 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.

#### 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 the local health authority. Take everyday 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 flu-like symptoms.

#### Post-event:

- Based on 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 where the meeting/event is held, if it becomes necessary to do so, APWA will provide participants' names and contact information to the City's health department as a means to conduct contact tracing.

**BY SIGNING, I ACKNOWLEDGE THAT I HAVE READ AND FULLY UNDERSTAND THIS RELEASE AND THAT I HAVE WAIVED SUBSTANTIAL LEGAL RIGHTS, INCLUDING THE RIGHT TO ASSERT A CLAIM OF NEGLIGENCE AGAINST APWA AND THE RELEASED PARTIES RELATING TO MY PARTICIPATION IN ACTIVITIES.**

Signature of Participant

Print Name of Participant

Date



**ATTENDEE PRE-REGISTRATION FORM — PAGE 2 OF 3**  
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**COMPLETE ALL 4 SECTIONS OF THIS FORM TO REGISTER**

**1 - REGISTRANT INFORMATION**

Name (one registrant per form)	APWA Membership ID # (call 800-848-APWA to obtain your #)	Nickname (for badge)
Title	Organization	
Street Address		
City	State/Province	Zip/Postal Code
Work Phone Number	Cell Phone Number	Email
Emergency Contact (someone not traveling with you)	Emergency Contact Phone Number/Emergency Email	

**2 - REGISTRATION TYPE**

Full Registration: (all prices US dollars)	BEFORE MARCH 8	BEGINNING MARCH 8	SUBTOTAL
<input type="checkbox"/> APWA Member Full Registration (member price subject to member status verification)	\$575	\$675	
<input type="checkbox"/> Nonmember Full Registration	\$825	\$925	
<input type="checkbox"/> Please apply \$229 of my nonmember registration fee to a one-year APWA individual membership. Offer extended to new APWA members only.			
TIM Workshop Only — No Conference Registration	APWA MEMBER	NONMEMBER	SUBTOTAL
<input type="checkbox"/> Sunday Traffic Incident Management (TIM) Responder Training	\$0	\$0	
One Day Registration (do not check if you have a full registration)	APWA MEMBER	NONMEMBER	SUBTOTAL
<input type="checkbox"/> Sunday One-Day Registration	\$270	\$370	
<input type="checkbox"/> Monday One-Day Registration	\$270	\$370	
<input type="checkbox"/> Tuesday One-Day Registration (does not include Snow Celebration)	\$270	\$370	
DEI & First Timers Breakfast	APWA MEMBER	NONMEMBER	SUBTOTAL
<input type="checkbox"/> DEI and First Timers Breakfast (Available only to Full or Monday One-Day Registrations)	\$20	\$20	
Workshops (you may register for only one Sunday workshop)	APWA MEMBER	NONMEMBER	SUBTOTAL
<input type="checkbox"/> Sunday Winter Maintenance Supervisor Certificate Workshop (additional fee for non-members) Available only to Full or Sunday One-Day registrations	\$0	\$50	
<input type="checkbox"/> Sunday Traffic Incident Management (TIM) Responder Training (no additional fee)	\$0	\$0	
<input type="checkbox"/> Sunday Public Fleet Management Certificate Workshop (additional fee for non-members) Available only to Full or Sunday One-Day registrations	\$0	\$50	
<input type="checkbox"/> Tuesday Winter Maintenance Operator Certificate Workshop & Operators Day (no additional fee) Available only to Full or Tuesday One-Day registrations	\$0	\$0	
<input type="checkbox"/> No, I will not be participating in a Workshop			
The Wednesday Technical Tour is included with Full Registrations only. If you have a Full Registration please select the tour you will be attending.			
<input type="checkbox"/> City of Papillion Public Works Complex			
<input type="checkbox"/> City of Council Bluffs Public Works Operations Facility			
<input type="checkbox"/> No, I will not be participating in a Technical Tour			
Expo Only Passes (do not check if you have a full or one-day registration)	APWA MEMBER	NONMEMBER	SUBTOTAL
<input type="checkbox"/> Sunday Expo Only Pass	\$50	\$50	
<input type="checkbox"/> Monday Expo Only Pass	\$40	\$40	
<input type="checkbox"/> Tuesday Expo Only Pass	\$40	\$40	
<b>Snow Celebration Reception (included in full registration only)</b>	Quantity: _____	\$50 each	
<b>TOTAL AMOUNT DUE</b>			\$ _____



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**3 - DEMOGRAPHIC INFORMATION**

What type of organization/ agency do you work for?

- City/Township/Village
- County
- State/Province
- Federal
- Private Contractor
- Manufacturer/Supplier
- Airport Authority
- Other \_\_\_\_\_

What is your agency's annual budget?

- Less than 1 million
- 1 - 10 million
- 11 - 25 million
- 26 - 50 million
- Don't know

What is the population of your agency's jurisdiction?

- 0 - 25,000
- 26,000 - 50,000
- 51,000 - 100,000
- 101,000 - 250,000
- 251,000 - 1,000,000
- More than 1 million

What best describes your title/job responsibilities?

- Supervisor
- Superintendent
- Division/Department Head
- Public Works Director
- Operations Manager
- Fleet Manager
- Operator
- Other \_\_\_\_\_

What best describes your purchase authority?

- I am the decision maker
- I influence the decision
- I recommend what to purchase
- I am not a part of purchasing decisions

What percentage of your job is related to snow fighting?

- 1 - 10%
- 11 - 25%
- 26 - 40%
- 41 - 60%
- 61 - 75%
- 76 - 90%
- More than 90%
- Snow and ice is all I do.

My other responsibilities include:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

How many APWA Snow Conferences have you attended?

- This is my first Snow Conference
- 2 - 3
- 4 - 7
- 8 - 10
- More than 10

How many conferences do you attend each year?

- 1
- 2
- 3
- More than 3

What other conferences do you attend?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

How do you plan to travel to the Snow Conference?

- Air Travel
- Drive less than 50 miles
- Drive 51 - 100 miles
- Drive 101 - 250 miles
- Drive 251 - 500 miles
- Drive more than 500 miles

What year were you born? \_\_\_\_\_

**4 - PAYMENT INFORMATION**

TOTAL: \$ \_\_\_\_\_ (Fees are in US Funds.)

- Check # \_\_\_\_\_ enclosed (Made payable to APWA)
- Government Voucher or Purchase Order # \_\_\_\_\_ (Please attach copy of P.O.)

Credit Card payments are accepted only with online registration at [snow.apwa.net](http://snow.apwa.net)



**MAIL**

completed registration form with check payment to:  
**American Public Works Association**  
PO Box 505544 • St. Louis, MO 63150-5544

**OR**

**FAX or EMAIL**

P.O. Payments (with a copy of the P.O.)  
to: 817-277-7616 or [webreg@signup-confirmation.com](mailto:webreg@signup-confirmation.com)  
APWA's Federal ID # is 36-220-2880.  
QUESTIONS? Call APWA Registration at 817-277-7791 or  
email [webreg@signup-confirmation.com](mailto:webreg@signup-confirmation.com)