



## **EVENT POLICIES**

### **ACCESS TO COLLECTION SYSTEMS**

All participants must register and pay the applicable fee to be granted access to the virtual platform.

Collection Systems goes live on Tuesday, March 23. Pre-registered attendees will receive login credentials and instructions a few days prior to the event and will have immediate access to Collection Systems starting March 23.

Attendees that register during the live event, will receive access to Collection Systems approximately 20 minutes after registering.

### **CANCELLATIONS AND SUBSTITUTIONS**

Collection Systems registration fees are non-refundable and non-transferable. No refunds will be granted for unattended events or early termination of attendance, problems, or disruptions in the virtual platform where the sessions are being streamed or any other incidents during the virtual conference, which are beyond the control of the conference organizers.

Registrants may not transfer their access to Collection Systems to another individual, share access through their individual username and password, or make information within the Collection Systems Experience available to unregistered persons.

### **FUNCTIONALITY OF THE VIRTUAL PLATFORM**

WEF has contracted with third parties to provide a high-quality virtual experience. WEF cannot, however, guarantee that the Virtual Content will operate without any interruptions or malfunctions. WEF cannot control nor is responsible for the availability, quality, operation or support services for the participant's internet provider or speed and availability of the overall internet traffic and network. WEF accepts no liability or responsibility if the Virtual Content are interrupted, partially restricted, otherwise inaccessible in whole or in part or impossible as a result of an event beyond WEF's reasonable control.

### **MEMBER RATE QUALIFICATIONS**

In order to qualify for member rates, you must have a current **individual WEF membership**, valid through the date of the event you are attending. You should have your own individual member ID number. Though your institution may be a member of WEF, you must maintain an individual WEF membership to be eligible to receive the member rate. For more information on membership types, [check here.](#)

If you are not a WEF member or your membership lapses and is not renewed by the time of the event, you will either have to join/renew your membership or pay the non-member rate for the event.

Students that are not a member of WEF must pay the student nonmember rate and provide proof of student status.

## **PAYMENT**

**Full payment is due when you register online with a credit card (VISA, MasterCard and American Express).** Upon completion of your registration, you will receive an immediate confirmation email from our registration partner Maritz Global Events.

WEF's Federal Tax ID #: 53-0225129

## **WEF's PRIVACY STATEMENT AND USE OF DATA**

### **Privacy Statement**

The Water Environment Federation respects the privacy of its members and website visitors and adheres to best practices, applicable U.S. federal laws, and acknowledges the European Union General Data Protection Regulation implementation. Please read [WEF's Privacy Statement](#)

### **Collection and Use of Information**

Through our registration vendor, WEF captures individual information, including contact information and demographics for the purpose of doing business with WEF including:

- Producing credentials to access to the Conference event(s)
- Conference surveys and evaluation
- Marketing emails and mailings

All registrations and payments are exclusively processed on Maritz Global Events platform. The virtual online platform is powered by Web Courseworks. The live pre-conference workshop will be hosted via Zoom. You can review their privacy policies here:

Maritz Global Events, [Maritz Privacy Policy](#) | [Maritz Terms of Use](#)  
Web Courseworks, [Web CourseWorks Privacy Policy](#)  
Zoom, [Zoom Privacy Policy](#)

If you have any questions about WEF's terms, policies or your registration, you may contact us by email at [\*\*registration@wef.org\*\*](mailto:registration@wef.org).