



The Conference Connection Inc.  
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## **CONFERENCE CONNECTION – MEDIA ENGAGEMENT POLICY**

### **Standard Conditions for Media Attendance**

Conference Connection is a leading organiser of B2B events including annual flagship events, product conferences, global summits and symposia virtually and in key international locations.

The Group welcomes media interest, attendance and coverage at its events, subject to prior notification and approval by Conference Connection. Its training courses, executive briefings and any managed events are not open to the media.

Interested media should be properly accredited in their countries of origin and include newspapers, journals and magazines (trade and mainstream), news agencies and new wires services, broadcast media and online media.

Organisations engaged in market research, executive search and consulting, do not fall under the category of media and will be invoiced for their attendance.

Conference organisers from publications groups, associations and NGOs organising events whether on a commercial basis or otherwise, do not fall under the category of media and are excluded from attending.

Media are expected to observe and abide by our media policy, which is applicable for all our events:

- A media accreditation card issued by the approved authority in each location must be presented for access or enclosed with the registration form for verification.
- Media accreditation forms which specify the conditions for media engagement for each event, will need to be completed, signed and submitted to the organisers before the stipulated deadline.
- Freelance journalists must produce an official letter of assignment from a recognised publication confirming that they have been retained to provide coverage, and must have had at least, two by-lined articles published the previous six months. Freelance journalists will be admitted at the discretion of the organisers.
- Access for non-accredited media is at the discretion of the organisers.
- The organiser reserves the right to restrict media access to any event, or to deny future access to any person who provides false information about their affiliation or credentials.
- Unless otherwise agreed, attendance is restricted to one representative per media organisation per conference.



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- The intellectual property of presentations will rest with the authors and their organisations. They are also responsible for the accuracy of data and the information therein.
- Audio and video recordings as well as screenshot taken during the virtual conference, cannot be reproduced in whole, including on the internet, without prior permission.
- Journalists must observe and respect all embargoes indicated on any information provided.
- Requests for interviews received prior to a conference will be submitted to the respective speaker/s or their organisations for direct follow up by the media representative covering that event. On-site interview requests through live chat or video call will be at the discretion of the speaker.
- When approaching speakers or other conference participants, the media must identify themselves as members of the press.
- Editorial coverage must carry the name of the event and the name of the organisers.
- Courtesy copies of stories and articles should be forwarded to the event organiser after these are published, as well as to be tweeted for a period of 2 (two) weeks from the start date of the events.
- Conference Connection will, where appropriate, send copies of articles or write-ups, to speakers featured or interviewed, upload the same on its event websites, and share these stories on its social media channels.
- Conference Connection reserves the right to vary or amend the contents, terms and conditions of this document at its discretion at any time.
- To be added to our mailing list, please email [info@cconnection.org](mailto:info@cconnection.org)

*As at September 18, 2020*