

## Terms & Conditions

### HighRadius Radiance 2025 Terms and Conditions

*Effective on June , 2024*

These terms and conditions apply to the Radiance 2025 conference (“**Radiance**”) organized by HighRadius Corporation and its affiliates (“**HighRadius**”). Attendees must sign up for Radiance by completing registration on the [Radiance 2025 website](#). By registering for Radiance, an attendee accepts these terms and conditions and any other policies related to Radiance that HighRadius provides to attendees at or prior to Radiance (collectively, the “**Radiance Terms**”).

Attendees must also abide by the Allegiant Stadium guidelines found [here](#), attendees failing to do so may be removed from Radiance and may be subject to arrest. Notwithstanding the Prohibited Items list in the guidelines, attendees are allowed to enter the venue with: backpacks, camera bags, purses, tote bags, fanny packs, laptops, tablets, personal audio or visual recording devices with lenses not exceeding 6” in length, and non-service animals.

Attendees will be provided with a badge for Radiance and attendees must use their own badge while onsite at Radiance. Badges are assigned to a specific attendee, are non-transferrable and may not be shared.

No one under the age of 18 is permitted at any conference activity, keynote, or session. Anyone under the age of 21 will not be permitted to attend any Radiance events where alcohol will be served, even if accompanied by an adult.

HighRadius reserves the right to restrict attendance at Radiance for any reason, at its sole discretion. HighRadius may also ask any person found to be in violation of the Radiance Terms to leave Radiance.

#### **1. HighRadius Event Code of Conduct**

HighRadius is committed to supporting a corporate culture that is centered on honesty, responsibility, and ethical business conduct. HighRadius expects all attendees to adhere to similarly high ethical standards and to avoid engaging in any activity that may cause the appearance of misconduct. By attending or participating in Radiance, the attendee agrees to adhere to this code of conduct.

Attendees are expected to maintain a respectful, considerate, and professional attitude towards others at Radiance. Attendees shall not demean, abuse, harass or threaten others in any way, or use any obscene or otherwise objectionable language or content to offend others.

HighRadius affirms the principle of equal employment and business opportunities without regard to any protected characteristic, including, but not limited to, race, religious creed, national origin, color, sex or gender, gender identity or expression, age, mental or physical disability, mental condition, pregnancy, marital status, national origin/ancestry, genetic information, political affiliation, military and protected veteran status, sexual orientation, or any other characteristic protected under federal or state law or local ordinance. HighRadius policy forbids harassment in any form and HighRadius expects event attendees to exercise and promote an event environment free from harassment and discrimination.

If an attendee does not abide by this code of conduct, HighRadius reserves the right to remove the attendee from the event (including without a refund), forbid attendance at future HighRadius events, and/or pursue other means necessary to properly address failure to comply with the code of conduct.

If you become aware of any violations of this code of conduct, please immediately inform the onsite HighRadius staff.

## **2. Radiance Privacy Policy**

In addition to the [HighRadius Privacy Policy](#), which applies to the [Radiance 2025 website](#) or the Radiance 2025 mobile app (if available), the following also applies to the processing of your personal information in connection with Radiance.

- By registering for Radiance, you consent to receive communications from HighRadius relating to Radiance and our products, services or events. You also consent to HighRadius processing your personal information for the purpose of planning, organizing, and hosting Radiance; which may include the sharing of your personal information with third parties, such as hotels and the event venue, for the purpose of providing event services subject to HighRadius' Privacy Policy.
- Leading up to Radiance, HighRadius may share a list of company names and job titles of registered attendees (but not individual names or contact details) with our third-party sponsors or partners participating at Radiance for their planning purposes.
- At Radiance, various exhibition booths or areas may be equipped with badge scanners. If you choose to scan your badge, you are authorizing HighRadius to share your registration information with the applicable third-party sponsor or partner. By scanning your badge, you are also consenting to receive communications from the applicable third-party sponsor or partner relating to your event attendance and their products, services or events, subject to such

third-party sponsor or partner's privacy policy. THE USE OF THESE BADGE SCANNERS IS COMPLETELY OPTIONAL AND IS NOT A CONDITION TO PARTICIPATING IN ANY EVENT OR BOOTH.

- The categories of personal information collected and processed by HighRadius depends on your interaction with HighRadius and include:
  - the registration information which you provided to HighRadius (including name, contact details, company/employer name and details, and job title);
  - your payment information;
  - your IP address, geolocation, device information, and usage/behavioral data of the internet-connected computer or device you use when interacting with the Radiance 2025 website or the Radiance 2025 mobile app;
  - the unique identifier associated with your badge and when/where the badge is scanned; and
  - photographs and audio/visual recordings of you at Radiance (see *"Use of Attendee Photos or Likeness"* below).
- Third-party sponsors or partners of Radiance (and not HighRadius) are responsible for their own personal information collection and processing practices. To learn more about their use of personal information about you, you are encouraged to review the relevant privacy policy of such third-party sponsor or partner. Please consult that third-party sponsor or partner directly if you have any further questions about their use of your personal information.
- You may withdraw your consent for HighRadius to process your personal data at any time by contacting [radiance@mail.highradius.com](mailto:radiance@mail.highradius.com).

### **3. Health and Safety Protocols**

HighRadius cares about the health and safety of our attendees, customers, partners, employees, and communities. We will comply and require all employees, attendees, sponsors, and vendors to comply with any government health protocols and mandates that may be in place during Radiance to ensure safety at Radiance. We will do our best to monitor for any such protocols or mandates. Should any apply, we will inform you regarding any applicable requirements.

#### **4. Cancellations**

All cancellations by attendee must be submitted via email and sent to the Radiance 2025 registration team at [radiance@highradius.com](mailto:radiance@highradius.com). Cancellation of travel and/or hotel reservations is the sole responsibility of the registrant.

- HighRadius will refund Radiance registration fees on cancellations through January 30th, 2025. After this time no refunds will be given.
- The above cancellation deadline also applies to attendees who must cancel their Radiance registrations due to a denied visa application or border entry.
- Eligible refunds will be processed for the US dollar amount of the registration fee payment at the time of the initial transaction and will not include any other fees incurred such as wire transfer, international taxes, etc. HighRadius is not responsible for fluctuations in currency exchange rates between the transaction date and the refund date.
- All other non-event expenses incurred by attendees, such as travel and hotel reservations, are not subject to a refund or reimbursement.

HighRadius reserves the right to refuse registration or admission to anyone for any reason. If HighRadius cancels an attendee's registration prior to the cancellation deadline, HighRadius will provide a full refund of the registration fee. If HighRadius revokes a registration due to abuse, misconduct, or a breach of previously accepted terms and policies, the registration fee is not eligible for refund. Further, the sharing of hotel registration links is strictly prohibited and attendees doing so may be subject to this Section 4.

HighRadius reserves the right to cancel or reschedule Radiance for any reason, at its sole discretion; however, HighRadius will endeavor to provide as much advance notice to registrants as reasonably practicable. In the unlikely event that Radiance is cancelled, HighRadius will provide a full refund of all Radiance registration fees to registrants.

In no circumstance whatsoever will HighRadius be liable for any incidental costs or damages incurred by an attendee relating to Radiance, including but not limited to flight, hotel, or other related expenses.

#### **Refund Policy**

You may cancel your registration and receive a full refund for your registration through Tuesday, January 30, 2025. After that date, no refunds will be issued.

## **5. Wire Transfer Fees and International Taxes**

Wire transfer fees are the sole responsibility of the attendee and should not be subtracted from registration fees and are not eligible for refund.

Radiance registration packages are not subject to US city, state, or federal taxes. If an attendee's country of residence has additional taxes, those are the sole obligation of the attendee and cannot be deducted from registration fees and are not eligible for refund.

## **6. Travel Expenses**

If attendees require travel to attend, all reservations and expenses to attend are the sole responsibility of the attendee/traveler. HighRadius employees, contractors, and partners are not authorized to facilitate or pay for any travel expenses for event registrants and/or attendees unless specifically preapproved in writing.

## **7. Hotel Deposits**

It is an attendee's responsibility to submit a valid credit card number with name as it appears on the card, billing address and credit card expiration date, or a deposit equal to the first night's room/suite rate, and tax as a guarantee, at the time the attendee makes the reservation. Attendee's credit card will be charged the first night's room/suite rate and tax at that time. Individual room reservations not guaranteed will be automatically canceled by the hotel within fourteen (14) days of the reservation date. Refunds will be issued on individual attendee's reservations only if canceled at least seventy-two (72) hours in advance of the confirmed arrival date. All guaranteed reservations will be held until 6:00 a.m. only on the day after attendee's confirmed arrival date. Attendees must pay the balance of all room, resort fee, tax and incidental charges upon check-out.

## **8. US Visas and Immigration**

HighRadius does not issue documents or letters in connection with US visa or immigration issues. HighRadius employees are strictly prohibited from releasing such letters.

## **9. Indemnity**

You agree to indemnify and hold harmless HighRadius, its officers, directors, employees and agents from and against any and all claims, liabilities, damages, losses or expenses, including reasonable attorneys' fees and costs, due to or arising out of your violation of these Radiance Terms or any additional rules, guidelines or terms of use posted for a specific area of Radiance, or your violation or infringement of any third party rights, including intellectual property rights.

#### **10. Use of Attendee Photos or Likeness**

By registering, attendees grant HighRadius and its agents (including contractors) the right to take photographs or audio/visual recordings of them during Radiance.

Attendees grant HighRadius and its agents, assignees, and transferees the perpetual, irrevocable, worldwide and royalty free right to use, copy, distribute, exhibit, broadcast, transmit, perform, publish, and display the photos or audio/visual recordings of attendees, with or without names and biographic material, in any media including in social media, print and electronic. HighRadius may use the photos or audio/visual recordings for any lawful purpose including, but not limited to, publicity, marketing, and advertising.

HighRadius is under no obligation to pay attendees for the use of any such photos or audio/visual recordings. Attendees agree that HighRadius is the exclusive copyright owner of the photos or audio/visual recordings.

Additionally, attendees understand that content posted to social media networks will be subject to the social media network's applicable terms and privacy policy.

#### **11. Recording Restrictions**

The use of any device to record, live stream, upload, or rebroadcast official speakers or presentations at Radiance meetings, sessions or events is strictly forbidden without express written consent from HighRadius which may be withdrawn at any time for any reason.

#### **12. Future Product and Forward-looking Disclaimer**

The discussions, presentations, and associated materials provided by HighRadius during Radiance may include predictions, plans, estimates, or other information that should be considered forward-looking and subject to risks and uncertainties. Accordingly, this information is provided to attendees solely for informational purposes only and is not a commitment to deliver any product, feature, or functionality and should not be relied upon in making purchase decisions. HighRadius makes no representations or warranties regarding the development, release, and schedule of any of its products or features.

HighRadius is also not obligated to provide any updates, revisions or modifications to the information provided at Radiance.

### **13. Americans with Disabilities Act (ADA) Information**

Radiance 2025 is being held at Allegiant Stadium, which is an ADA compliant facility. If you have any specific questions or needs relating to the facility, please contact the facility directly using the information on their [website](#). You may also contact [radiance@highradius.com](mailto:radiance@highradius.com) with any questions you may have that are not addressed by the facility.

### **14. Changes to Terms and Conditions**

HighRadius reserves the right to change the Radiance Terms from time to time at our sole discretion. If we do, we will update the “effective date” at the top of this website. If we make a material update, we may provide you with notice prior to the update taking effect, such as by posting a conspicuous notice on our website or by contacting you using the email address you provided. We encourage you to periodically review the Radiance Terms to stay informed.