

## Individual Liability Waiver Information

### INDIVIDUAL LIABILITY WAIVER FORM

Stanford requires conference guests (or parents of underage guests) to sign an Individual Waiver that assigns responsibility for normal risks associated with attending your conference on the guest as a voluntary attendee of your program. The Waiver provides mutual protection to both Stanford and your organization as released parties from normal risks associated with conference attendance.

A process for securing signed individual liability waiver forms for your program must be established, and for many programs the waivers will need to be incorporated into attendee registration processes. Please develop your program's process for securing signed Individual Liability Waivers in consultation with your Conference Account Coordinator.

Stanford Conferences will collect and store the waivers. Please provide original signed copies of the Waiver to your Conference Account Coordinator. For your own records, we recommend that you maintain copies.

The Individual Liability Waiver Form can be found at our website under Planning Manual - University Policies or by contacting your Conference Account Coordinator.

Updated 1/2015