***PAYMENT*: Payment must be made in full online at time of registration and received no later than February 24, 2023.**

RESPONSIBILITY: The San Antonio Chamber of Commerce (the "Chamber") only acts as agent for the passenger in regard to travel, whether by air, motor coach, or boat and assumes no liability for injury, damage, loss, accident, delay or irregularity which may be occasioned whether by reason or defect in any vehicle of, or through acts of default or any company or person engaged in conveying the passenger or in carrying out the arrangement of the program. The Chamber can accept no responsibility for losses or additional expenses due to delay or changes in air or other services. All such losses or expenses will be the responsibility of the passenger, as tour rates provided are for arrangements during the time stated. No refund will be made for any unused portion of the program unless arrangements are made prior to departure. Rights are reserved to decline or to retain any person as a member of the program. Baggage is at owner's risk entirely. The Chamber reserves the right to make necessary changes in the published itinerary wherever conditions warrant or if deemed necessary for the comfort and safety of the participants.

CANCELLATION: A cancellation fee of $200.00 applies to ***all*** cancellations after confirmed booking. If cancelled by traveler, refunds *may* be administered on an individual basis depending upon costs incurred at time of cancellation. **No refund is guaranteed.** If cancelled by the Chamber, refunds will be issued upon request. Request for refund must be made by traveler in writing within ten (10) business days of notice of cancellation from the Chamber. After ten (10) business days, a credit will be issued to traveler for use at a future event within the 2023 calendar year. Cancellation due to illness, injury or impossibility are not exempt from cancellation fee and/or payment of damages; whether cancelled by traveler or the Chamber.

AIR TRANSPORTATION: Rates include coach class seating. Once purchased, each Group Ticket is nonrefundable. Group Tickets are not eligible for upgrades, downgrades, standby or changes or exchanges. Name change requests may be made up to five (5) business days before date of travel. As Southwest does not currently allow a Group to all be checked in at the same time for travel, each individual traveler will need to reserve their own boarding positions online. Each traveler will need to proceed to the ticket counter to obtain a boarding pass. EarlyBird Check-in® and Express Bag Drop are not available for Group itineraries. Tickets issued are non-refundable and use-or-lose at the date of group travel. Seats on group flights are available on a first-come, first-served basis, and must be confirmed no later than February 24, 2023. Travel must be paid in full at time of booking. **Refunds may be available under the condition that a reserved seat is be transferred to a newly confirmed SA to DC traveler on or before March 1, 2023. The ability to transfer seats is determined solely by the airline**.

AIR TRAVEL DOCUMENTATION: The Transportation Security Administration (TSA) has implemented a program called Secure Flight which is intended to enhance the security of commercial air travel into, out of and within the continental United States. Under Secure Flight,

airlines are required to ask traveling passengers for their full legal name as it appears on the government-issued photo ID they intend to travel with, along with their date of birth, gender and redress number (if applicable). Please submit your full first and last name as it appears on your driver's license when filling out the registration form. Your full name can differ from the name you prefer on your trip name badge.

BAGGAGE: Two checked bags are included in the ticket price and will be managed by the Southwest Airlines agents. In addition, one carry-on suitcase and one personal item that will fit under your airline seat is allowed. All luggage will be your responsibility.

DEVIATIONS TO AIR TRAVEL: The San Antonio Chamber of Commerce (the "Chamber") does not have the ability to assist with alternative air travel arrangements.

HOTEL ARRANGEMENTS: Room requests must be made prior to February 27, 2023, and paid for at time of booking. Refunds may be available if cancellation is made prior to that date. If hotel request is made after February 27, 2023, rooms will be subject to availability in group hotel, and at current market rates. No refunds can be guaranteed unless accommodations are reassigned to a newly registered attendee and approved by hotel. The Chamber cannot guarantee room location and type.

GROUND TRANSPORTATION: The Chamber will provide ground transportation for all persons arriving and departing on the designated group flights(DCA to hotel and hotel to DCA) as purchased under a *Full Package* or *Registration + Flights* package. Registration for other packages does not include transportation between airport and hotel. Guests arriving on flights not arranged by the Chamber are ***not*** guaranteed a seat on transfers arranged by the "Chamber". The Chamber provides transfers to full-group events and, or meetings as detailed in event itinerary during the trip.

ATTESTATION: The Chamber has taken various measures recommended and/or required by public health authorities to reduce the spread of COVID-19 and will comply with state, local and federal regulations in effect at the time of travel and event function. By voluntarily attending this in-person event, you agree to comply with all imposed regulations and rules as required by the CDC, federal, state and local government (District of Columbia) and at the premises of the events and meetings for conference, which may include required use of masks while indoors, required proof of vaccination or proof of a negative COVID-19 PCR or antigen test before arrival.

By voluntarily attending this event, you further certify that you do not fall into any of the following categories:

- Individuals who currently or within the past 10 days have experienced any symptoms associated with COVID-19, which include fever, cough, and shortness of breath, among other symptoms not explained by another cause; or
- Individuals who have been diagnosed with COVID-19 and are not yet cleared as non-contagious by state or local public health authorities or their healthcare provider; or
- Individuals who are not fully vaccinated who believe that they may have been exposed to a confirmed or suspected case of COVID-19

2023 SAtoDC TERMS & CONDITIONS

By attending the SAtoDC 2023 Conference in Washington DC, you willingly and voluntarily agree to assume any and all risk(s) related to exposure to Covid-19. You acknowledge that you derive benefit and personal satisfaction from attending the live SAtoDC 2023 conference and willingly and voluntarily engage in the travel, meetings, and events. You acknowledge and understand that:

1. Your participation/attendance includes possible exposure to and illness from infectious diseases, such as Covid-19. Although safety measures may reduce this risk, the risk of serious illness and death exist;

2. You freely and knowingly accept and assume all risks related to injury, illness, harm, or loss associated with your attendance/participation in the live conference, including infectious diseases, such as Covid-19, even if arising from negligence, fault, or conduct on the part of the Chamber.

I HEREBY RELEASE, WAIVE, AND FOREVER DISCHARGE ANY AND ALL LIABILITY, CLAIMS, AND DEMANDS OF WHATEVER KIND OR NATURE AGAINST THE SAN ANTONIO CHAMBER OF COMMERCE (THE “CHAMBER”) AND ITS AFFILIATED PARTNERS AND SPONSORS, INCLUDING IN EACH CASE, WITHOUT LIMITATION, THEIR DIRECTORS, OFFICERS, EMPLOYEES, VOLUNTEERS, AND AGENTS, EITHER IN LAW OR IN EQUITY, TO THE FULLEST EXTENT PERMISSIBLE BY LAW, INCLUDING BUT NOT LIMITED TO DAMAGES OR LOSSES CAUSED BY THE NEGLIGENCE, FAULT, OR CONDUCT OF ANY KIND ON THE PART OF THE CHAMBER AND ITS AFFILIATED PARTNERS AND SPONSORS, INCLUDING BUT NOT LIMITED TO DEATH, BODILY INJURY, ILLNESS, ECONOMIC LOSS OR OUT-OF-POCKET EXPENSES, OR LOSS OR DAMAGE TO PROPERTY, WHICH I, MY HEIRS, ASSIGNEES, NEXT OF KIN, AND/OR LEGALLY APPOINTED OR DESIGNATED REPRESENTATIVES MAY HAVE OR WHICH MAY HEREINAFTER ACCRUE ON MY BEHALF, WHICH ARISE OR MAY HEREAFTER ARISE FROM MY PARTICIPATION WITH THE ACTIVITY.