

Speaker Agreement Essentials

- **Your slot:** Personal and non-transferable. Panels max 5 people (1 moderator + 4 speakers). You get a **free 2-day conference pass** (no guest passes).
- **Travel:** International speakers get flights + up to **2 hotel nights**.
- **Programme:** Schedule and format may change if needed.
- **Your tasks:** Send headshot + bio (within 2 weeks), upload slides on time, test in Speaker Ready Room. Talks must be **non-commercial** unless pre-approved.
- **Recordings:** We may record, photograph and share your talk. You can **opt in or out** before the event when you create your speaker profile in Slidecrew.
- **AI summaries:** We may create AI transcripts/summaries. You can **opt out in or out** before the event when you create your speaker profile in Slidecrew.
- **Slides:** We may share the slides of your talk. You can **opt in or out** before the event when you create your speaker profile in Slidecrew.
- **Cancellation:** Free cancellation before **1 Sept 2026**; late cancellation may affect future invites.
- **Data:** Used only for event logistics and promotion; **never sold**.

For the detailed version of the speaker agreement see below

Detailed Speaker Agreement

This Speaker Agreement (“Agreement”) is entered into between:

ONE Conference

(hereafter: “Organizer”)

and

The Speaker (as identified in the Call for Participation submission or invitation).

The Speaker agrees to participate in **ONE Conference 2026** (“Conference”) under the following terms:

1. Engagement

1.1 The Organizer invites the Speaker to present at ONE Conference 2026.

1.2 Acceptance of a speaking slot is **personal and non-transferable**. The presentation may only be delivered by the speaker(s) approved through the Call for Participation or formal invitation.

1.3 Substitution or addition of speakers requires prior written approval from the Organizer.

1.4 Panel sessions may include a maximum of five (5) participants: one moderator and up to four panelists.

1.5 The Speaker will receive a complimentary conference pass granting access to both conference days. Complimentary passes for guests or colleagues are not included.

2. Travel and Accommodation

- 2.1 For international speakers, the Organizer will arrange and cover economy-class flights.
- 2.2 International speakers will be provided with up to two (2) hotel nights.
- 2.3 Domestic speakers are not entitled to accommodation by default. Requests due to long travel distance may be reviewed at the Organizer's discretion.

3. Programme and Changes

The Speaker agrees to:

- 3.1 The Organizer reserves the right to change the programme, the order of sessions, the time slot, the room layout, and the presentation format.
- 3.2 No rights can be derived from the publication of this programme.
- 3.3 The Organizer is not liable for changes to the programme or schedule.
- 3.4 If organizational circumstances so warrant, the Organizer may decide to cancel or merge a session without liability for damages.

4. Speaker Obligations

The Speaker agrees to:

- 4.1 Provide a professional headshot and biography within **two (2) weeks after acceptance**.
- 4.2 Submit presentation materials via the designated slide submission platform before the communicated deadline.
- 4.3 If the Speaker fails to provide the requested materials on time, the Organizer reserves the right to cancel the session or adjust the program without liability for damages.
- 4.4 Notify the Organizer promptly if the presentation cannot be shared in advance.
- 4.5 Attend the **Speaker Ready Room** prior to the session to test and verify presentation materials.
- 4.6 Deliver the presentation in a professional, non-commercial manner. The presentation may not contain any direct sales activities, pricing information or explicit commercial promotion unless previously agreed in writing.

5. Intellectual Property & License

- 5.1 The Speaker retains ownership of their presentation content.
- 5.2 The Speaker grants the Organizer a **non-exclusive, worldwide, royalty-free license** to:
 - record the presentation,
 - photograph the Speaker,
 - distribute recordings, slides, and excerpts for conference promotion, recap, and educational purposes.
- 5.3 The Speaker confirms they have the right to use all content included in the presentation (including images, videos, and third-party materials).
- 5.4 The Speaker may opt in or out of sharing slides of the presentation by indicating this in the speaker profile in Slidecrew.

6. Recording and Media Consent

- 6.1 Main Stage presentations will be recorded and may be published after the event.
- 6.2 Speakers may opt in or out of recording by indicating this in their speaker profile in Slidecrew.
- 6.3 The Organizer may capture photos and video during the Conference for promotional use.

7. AI Recap (RecapHub)

The Speaker grants permission for their presentation to be processed by **RecapHub** or similar tooling for the purpose of generating AI-based summaries, transcripts, and post-event recaps. Speakers may opt in or out of generated AI-based summaries by indicating this in their speaker profile in Slidecrew.

8. Cancellation

- 8.1 The Speaker may not be substituted by another person without the Organizer's prior written consent. Unauthorized substitution may result in cancellation of the session.
- 8.2 Cancellation before **1 September 2026** carries no consequences.
- 8.3 In case of cancellation after **1 September 2026** or in case of non-appearance without a valid reason, the Organizer may decide not to extend future speaking invitations to the Speaker for a period to be determined.

9. Data Protection (GDPR)

- 9.1 The Organizer processes personal data in accordance with the **General Data Protection Regulation (GDPR)**.
- 9.2 Personal data will be used solely for:
 - Conference organization and logistics
 - Speaker promotion
 - Event recordings and recaps
- 9.3 Speaker data will not be sold to third parties.
- 9.4 The Speaker may request access, correction, or deletion of personal data at any time.

10. General Provisions

- 10.1 The Organizer reserves the right to deviate from this Agreement in exceptional cases if this is necessary for the orderly course of the Conference.
- 10.2 This agreement shall be governed by and construed in accordance with the laws of the Netherlands

