

National Recreation and Park Association (NRPA) Policies and Terms of Registration 2026

All NRPA Policies and Terms of Registration are adopted in consideration of and prepared in the best interest of conference participants, NRPA, and the conference host facilities.

Age Restrictions

Due to the nature of the NRPA conference, children under the age of 18 are not permitted access to the NRPA Annual Conference (general sessions, education sessions, meals, meetings, or social events) or the exhibit halls under any circumstance. The conference exhibit hall space is a place to conduct business and during move-in and move-out is a live construction zone with heavy machinery and power tools in use, floor obstructions and playground equipment being assembled or disassembled. Parents traveling with small infants are ultimately responsible for making all necessary arrangements for the care and wellbeing of children or infants. Please plan ahead so that you are able to fully participate in an NRPA conference or educational program. To obtain advance information on local support services, we recommend you contact your hotel's front desk or concierge and inquire directly for assistance and information. Some hotels may offer day care or babysitting services that may be scheduled in advance.

Anyone 18 years old or older will need to purchase an Exhibit Hall Only pass in order to enter the exhibit hall.

Code of Conduct

NRPA is dedicated to providing a safe, productive, and welcoming environment for all conference participants including, but not limited to, attendees, speakers, volunteers, exhibitors, NRPA staff members, service providers and all others involved. Conference participants are expected to abide by this Code of Conduct throughout all NRPA events, including but not limited to, live events, virtual events, webinars, and across NRPA blogs, online forums, and social media.

NRPA has zero-tolerance for any form of discrimination or harassment, including but not limited to sexual harassment by participants or our staff members at our events. If you notice that someone else is being subject to unacceptable behavior, or have any other concerns, please notify a conference organizer as soon as possible. The NRPA team will be available to assist those experiencing unacceptable behavior so that all participants feel safe for the duration of the conference.

Unacceptable Behavior is defined as:

- Harassment, intimidation, or discrimination in any form
- Physical or Verbal abuse of any attendee, speaker, volunteer, exhibitor, NRPA staff member, service provider or other event guest
- Examples of abuse include, but are not limited to, verbal comments related to race, gender, sexual orientation, disability, physical appearance, body size, religion, and national origin; inappropriate use of nudity and/or sexual images in public spaces and in presentations; and threatening or stalking any attendee, speaker, volunteer, exhibitor, NRPA staff member, service provider or other event guest
- Disruption of presentations during sessions, in the exhibit hall, or at other events organized by NRPA throughout the Conference (All participants must comply with instructions given by the room host, moderator(s) and any NRPA or Convention Center staff)

- Presentations, postings and messages should not contain promotional materials, special offers, job offers, product announcements or solicitation for services - NRPA reserves the right to remove such messages and to ban sources of those solicitations
- Participants should not copy or take screen shots of Q&A or any chat room activity that takes place in the virtual space

If a participant engages in harassing behavior, whether in person or virtually, NRPA reserves the right to take any action deemed necessary and appropriate including the immediate removal of participants from the event without warning or refund. Breaches of this Code of Conduct may result in disqualification from participating in future live and virtual events and from engagement across NRPA blogs, online forums, and social media channels.

If, due to the nature of the harassment or activity, immediate assistance is required, participants should remove themselves from the situation, if possible, and contact venue security. When safe, the participant can then notify a member of the NRPA team to address safety concerns.

Conference Accessibility

As a national organization serving an industry that embraces accessibility and universal participation in all of our programs, NRPA is dedicated to providing access and reasonable accommodations to people of all abilities that meet ADA guidelines. All NRPA-sanctioned events are accessible, as may be required by applicable law. NRPA staff will assist attendees of our programs with any reasonable accessibility accommodations to ensure a full experience. In order to plan effectively and without disclosing medical information, NRPA respectfully asks that individuals needing accommodations provide us with advanced notice, when possible, and pertinent information **during the registration process**. You may also indicate your desire for a member of the NRPA staff to contact you directly to discuss your individual needs.

Lactation Access

NRPA offers a private lactation room(s) at the Conference venue. Parent or Guardian are responsible for refrigeration and proper storage options.

Conference Badges

Conference attendees are reminded that it is important to wear your badge at all times during conference hours, sessions, and events. This allows you uncomplicated access to all Conference events permitted by your registration package purchased. Failure to wear a badge may result in removal of an attendee from the Conference. **Please remember to remove your badge when you are outside of the NRPA Annual Conference and events.**

Conference Etiquette

To make the conference experience an enjoyable event for all attendees, we ask that you please:

- silence your phones and refrain from talking on your cell phones during presentations.
- keep in mind that participants of this Conference are in attendance to learn and any conversations that are unrelated to the program should be taken outside the session rooms.
- In order to accommodate environmental sensitivities, please refrain from wearing perfumes or colognes, while attending the conference, especially the general sessions or education sessions.

Some individuals may suffer from chemical sensitivities, such as Multiple Chemical Sensitivity (MCS), and are in attendance to participate in this valuable educational forum and social events.

Conference Host Facility Rules and Regulations

Attendees, under the terms of registration, agree to abide by and follow all laws, rules, regulations, policies, and procedures, as well as direction and guidance provided by NRPA and the Conference host facility. Attendees will not injure or deface the walls, floors, or any part of the Conference host facility or of any of their property or the property of NRPA or its exhibitors, contractor, or attendees.

Firearms and Weapons

All individuals attending or coming to NRPA-sponsored events, are prohibited from carrying, maintaining, or storing a firearm or weapon in NRPA event spaces (trade show floor, education sessions, general sessions, receptions, or meetings) even if the owner has a valid permit. This prohibition also applies to all NRPA events where people congregate in any public or outdoor areas. Exceptions to this policy may only be granted with prior written approval from NRPA and are typically limited to law enforcement personnel on duty. Violation of this policy will result in immediate removal from the event and may lead to further action by NRPA.

Guests and Spouses

Guest and spouse registration is available to individuals who are not in the field of parks and recreation who would like to accompany a registered individual to Annual Conference events. This registration type includes attendance at the General Sessions, participation in NRPA sponsored receptions and daily admission into the exhibit hall. Guests and spouses are not permitted to attend educational sessions, or to assist at a booth in the exhibit hall. Members and Exhibit booth personnel are not eligible to register as guests.

Health and Safety

NRPA's Annual Conference Entry Policy is subject to change based on COVID-19 community levels and any updated guidance from CDC and/or federal or state officials in the host city/state. Guidance on COVID-19 is continually updated, and NRPA appreciates the understanding of its stakeholders and participants as we strive to provide a valuable, in-person event while prioritizing the health and safety of all participants. Conference participants should not attend if they have symptoms of COVID-19.

By registering and attending the NRPA Annual Conference in Philadelphia, Pennsylvania, participants agree to abide by, and engage in specific health and safety protocols and beneficial conduct while attending the event, which may include daily health screenings and temperature checks, wearing a mask in public areas, engaging in appropriate physical distancing behaviors, and not attending the event if participant feels ill or has been recently exposed to a contagious illness. Protocols are subject to change and will be communicated in advance of the Conference.

Official Housing Block

Hotel contracts are negotiated for the benefit of housing NRPA Conference attendees and their guests/spouses, exhibitors, sponsors, speakers, and volunteers. These contracted rooms are placed in an Official Housing Block and sold ONLY through NRPA's official Housing Bureau: **MCI USA**.

For the 2026 Annual Conference, NRPA requires that attendees register for the conference and exhibitors sign a booth contract *prior* to booking rooms at certain hotels. Once the registration process is complete, a unique registration **RECORD ID number** will be provided which can be used to book a room within the following hotel properties: Aloft Philadelphia Downtown, Canopy by Hilton Philadelphia Center City, Courtyard by Marriott Philadelphia Downtown, Hampton Inn Philadelphia Center City-Convention Center, Hilton Garden Inn Philadelphia Center City, Home2 Suites by Hilton Philadelphia - Convention Center, Loews Philadelphia Hotel, Philadelphia Marriott Downtown (NRPA's HQ Hotel), Residence Inn by Marriott Philadelphia Center City and The Notary Hotel, Philadelphia, Autograph Collection

Attendees who wish to register for the conference *at a later date* due to fiscal calendars or for other reasons, but who would like to reserve a room prior to registering, may opt to house at the following hotel properties: Cambria Downtown Center City, Club Quarters Rittenhouse Square Philadelphia, DoubleTree by Hilton Philadelphia Center City, Element Philadelphia Downtown, Fairfield by Marriott Philadelphia Downtown/Center City, Holiday Inn Express Midtown, Hyatt Centric Center City Philadelphia, Kimpton Hotel Palomar Philadelphia, Motto by Hilton Philadelphia Rittenhouse SQ, Sheraton Philadelphia, Sofitel Philadelphia at Rittenhouse Square, Sonesta Philadelphia, The Logan, The Ritz-Carlton Philadelphia, W Philadelphia, The Warwick Rittenhouse Square, Westin Philadelphia and The Windsor Suites

NRPA reserves the right to remove anyone who has not registered for the Conference from the Official Conference Housing Block.

Payment Methods

Registrations which are not provided with a method of payment will be considered incomplete registrations and registrants will not be able to attend NRPA conferences until full payment has been made. NRPA accepts Checks, VISA, MasterCard, Discover, American Express and *Purchase Orders, as valid forms of payment.

***Purchase Orders**

Registration form(s) or a copy of the online registration confirmation must accompany all purchase orders. All registrants will need to provide NRPA with (1) a valid Purchase Order number, and (2) a copy of the Purchase Order with clear instructions in order to process registration. NRPA has the right to contact the agency or organization issuing the purchase order to confirm its validity. ***All purchase orders and accompanying information must be received NO LATER than Friday, August 28th, 2026, and all payments will be due NO LATER than Friday, September 11th, 2026.** If any Purchase Order is not paid in full by the start of the conference, registrants will not be able to obtain conference materials and will NOT be permitted to attend. Onsite payments via check or credit card will be accepted. Cash payments are permitted, however NRPA's onsite registration is cashless so no change will be provided.

Photographs/Videos

NRPA has the exclusive right to take photos and videos of NRPA events. Any photos or videos taken during NRPA-sanctioned events may be used by NRPA for promotional use (i.e., brochures, association publications, web-based mediums – blogs, websites, E-newsletters). Participants are reminded of this condition of registration, and we appreciate your consent of use. Participants grant to NRPA the right to use participants' name or representation in connection with NRPA educational and marketing materials. **No cameras are permitted by attendees, exhibitors, sponsors, speakers, or volunteers in the exhibit hall without written permission from NRPA.**

Refund and Cancellation Policy

Any registration refund and cancellation requests must be provided in writing by **Friday, September 4th, 2026**, no later than 5:00 p.m. EDT, and will incur a \$100 administrative fee. **Absolutely NO refunds will be issued if requested/postmarked after 5:00 p.m. EDT, Friday, September 4th, 2026.**

- Military deployments are the **ONLY** exceptions for a refund past the cancellation deadline.
- Attendees experiencing a Medical Emergency after the cancellation deadline may request to transfer their registration to a colleague OR to the next NRPA Annual Conference **ONLY**. If transferring to the next NRPA Annual Conference, attendee must pay the difference in registration fees

Requestors may submit cancellation/refund requests *prior to the indicated cut-off date* of Friday, September 4th, 2026, via the following:

Email: nrpa@jade.mcievents.com

NRPA, in its discretion, shall have the right to postpone or cancel the conference in its sole discretion and in no way shall be liable to the exhibitor for losses resulting from such delay or cancellation. NRPA will not be liable cancellation of the conference or NRPA event if cancellation is due to any of the following causes: by reason of the facility being damaged or destroyed by fire, act of God, disease outbreak, including but not limited to COVID, public enemy, war, or insurrections, terrorism, strikes, lockout, injunction, emergency, the authority of the law, postponement or cancellation of the NRPA event, or for any other cause beyond NRPA's control. In case the NRPA event shall not be held, for any reason whatsoever, the limit of claim for damage and/or compensation to the attendee shall be the pro rata share of the registration fees.

Smoking

For the health and comfort of all attendees, smoking is not permitted at any NRPA sponsored functions. This includes general sessions, education sessions, workshops, luncheons, receptions, socials and in the exhibit hall. Attendees should adhere to any signage preventing or authorizing smoking in certain locations.

Statement of Liability

NRPA and sponsors of the 2026 Annual Conference claim no liability for the acts of any attendees, speakers, volunteers, exhibitors, NRPA staff members, service providers or any others attending the conference, or for the safety of any attendee while in transit to, during, or from this event.

Exhibitors may scan your name badge or use other means to obtain personal information from you including, but not limited to, your name, email address, physical address, and phone number. By allowing exhibitors to scan your name badge, you agree to share your personal information with that exhibitor. NRPA is not responsible for exhibitor's handling of your personal information. Further, NRPA shall not be held liable for any data breach, misconduct, or negligence in handling your personal information.

NRPA reserves the right to cancel this function without penalty. Attendees who purchase non-refundable airline tickets do so at their own risk. The total amount of any liability to NRPA for any reason will be limited to a refund of the attendance fee.

NRPA cannot be held liable for COVID-19 cases arising due to event attendance. NRPA expects all conference participants to take responsibility themselves for following guidance from the Centers for Disease Control (CDC) on measures to reduce infection from COVID-19 or other communicable diseases. NRPA urges all conference participants to follow the CDC's recommendations.

Recognizing the nature of receptions and the potential for alcohol abuse at conferences, all NRPA sponsored events will offer non-alcoholic drinks. **No one under the age of 21 will be served alcohol at NRPA events and attendees may be asked to produce identification to confirm their age..** Conference participants are responsible for their own wellbeing and neither NRPA nor sponsors will be held accountable for any events or occurrences resulting from excessive drinking, recklessness, or negligence on the part of any conference participant.

IN NO EVENT SHALL NRPA BE LIABLE TO ATTENDEE FOR ANY INDIRECT, INCIDENTAL, PUNITIVE, CONSEQUENTIAL, OR SPECIAL DAMAGES RELATING TO THIS AGREEMENT, regardless of whether such losses or damage were foreseeable or NRPA was informed of the possibility of such losses or damages. Except as set forth in the indemnification provision below, NRPA's potential liability to attendees for any claim related to this agreement is limited to the amount of the attendee fees paid by attendee less any NRPA expenses incurred.

Attendees and guests participating in optional tours, events, or off-site institutes (OSI's) that may include or allow participation in physical, strenuous, or dangerous activities which could create the potential for injury or death, acknowledge that participation is voluntary and is done at their own risk.

Attendees are asked to present a Photo ID at registration in order to collect registration materials. You may only collect your own individual registration packet. This procedure is in place to protect your registration materials from getting lost and to allow NRPA to monitor accurate attendance. Registration materials will not be provided without a photo ID. Furthermore, you agree not to allow any other individual to participate in your place either at the conference, during the registration process, or any other conference-related activity including acceptance of these terms of registration.

Indemnification

Attendee agrees to indemnify, defend, and hold harmless the NRPA, its managers, officers, members, sponsors, employees, volunteers, agents, convention center premises, agents, and employees ("NRPA Indemnified Parties") from any and all claims, liabilities, expenses, actions, losses, and damages to persons or property, governmental charges or fines, and attorney's fees arising out of or caused by attendee's attendance at the event, except to the extent caused by the willful misconduct or gross negligence of the NRPA Indemnified Parties.

NRPA agrees to indemnify, defend, and hold harmless attendee from any and all claims, liabilities, expenses, actions, losses, and damages to persons or property, governmental charges or fines, and attorney's fees arising out of or caused solely by NRPA's willful misconduct or gross negligence.

Students

Attendee students must be full-time (12 hours undergraduate, 8 hours graduate) and must provide one of the following forms of verification of student status: (1) an original letter on the institution's letterhead signed by any qualified representative from your university program, (2) a student id with valid dates, or (3) a current transcript. **Student registrations failing to submit a form of verification will be charged for the Young Professional Package registration fee.**

Volunteers

NRPA Volunteers receive a discounted registration based on the number of hours they volunteer at the conference. If a volunteer does not complete all assigned hours, they will be held accountable and will pay the remainder/balance for any registration fees. A valid credit card must be provided during the volunteer registration process. This card will only be charged if assignments are missed, or no-shows occur.

Applicable Laws

Any dispute regarding these Policies and Terms of Registration shall be constructed, governed, and enforced in accordance with the laws of the state of Virginia and its courts or the laws of the jurisdiction of the exposition, whichever enforces the terms set forth herein. In the event that NRPA needs to bring a suit to enforce any of its rights outlined, NRPA shall be entitled to recover all costs from the suit (including attorney's fees.)