

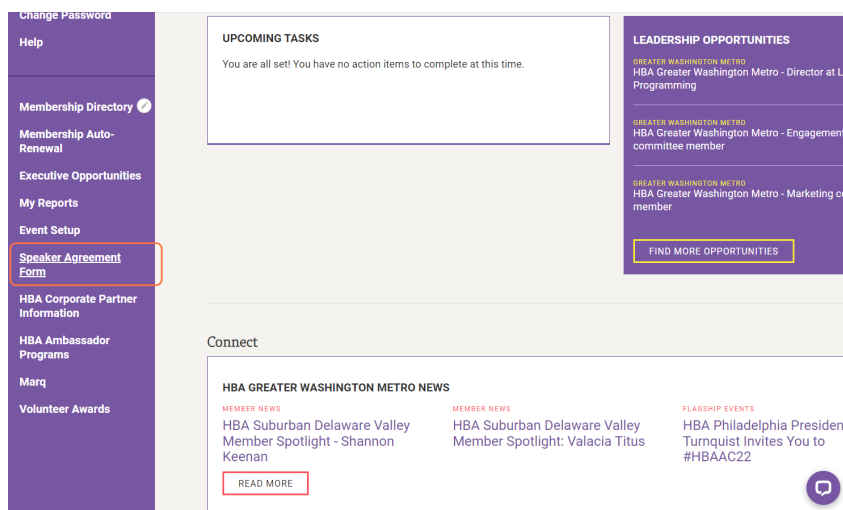
HBA Speaker Agreement

Last Modified on 23/09/2026 3:25 pm EDT

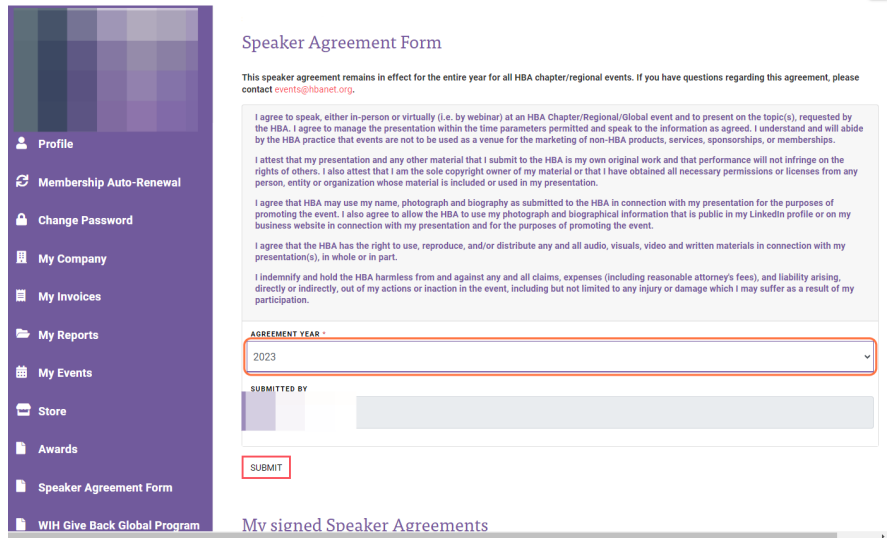
Please note: The information below applies to speakers participating at the **component level** (Chapters and Member Networks) and does **not** apply to HBA Global events, including the **HBA Annual Conference**. Speakers for HBA Global events are managed through separate processes and guidelines.

Speakers can now acknowledge the agreement for the year in their HBA profile by following the steps below. This only needs to be completed once per calendar year as it satisfies the need for a signed agreement for all chapter and regional events.

1. Log in to your [HBA profile](#) (*note: HBA membership is not a requirement to have an HBA profile. If one needs to be set up, that can be done so [here](#) in just a few minutes.*)
2. In the left menu, navigate to the link below:



3. From the following screen, click "submit" to agree to the calendar year indicated:



The screenshot shows the HBA Speaker Agreement Form. On the left is a purple sidebar with navigation links: Profile, Membership Auto-Renewal, Change Password, My Company, My Invoices, My Reports, My Events, Store, Awards, Speaker Agreement Form, and WIH Give Back Global Program. The main content area has a title 'Speaker Agreement Form' and a note that the agreement is in effect for the entire year and to contact events@hbanet.org for questions. It contains several paragraphs of terms and conditions. Below the text is a dropdown menu for 'AGREEMENT YEAR' with '2023' selected. Underneath is a 'SUBMITTED BY' field with a text input area. At the bottom of the form is a red 'SUBMIT' button. Below the form is a link 'My signed Speaker Agreements'.

Speaker Agreement Form

This speaker agreement remains in effect for the entire year for all HBA chapter/regional events. If you have questions regarding this agreement, please contact events@hbanet.org.

I agree to speak, either in-person or virtually (i.e. by webinar) at an HBA Chapter/Regional/Global event and to present on the topic(s), requested by the HBA. I agree to manage the presentation within the time parameters permitted and speak to the information as agreed. I understand and will abide by the HBA practice that events are not to be used as a venue for the marketing of non-HBA products, services, sponsorships, or memberships.

I attest that my presentation and any other material that I submit to the HBA is my own original work and that performance will not infringe on the rights of others. I also attest that I am the sole copyright owner of my material or that I have obtained all necessary permissions or licenses from any person, entity or organization whose material is included or used in my presentation.

I agree that HBA may use my name, photograph and biography as submitted to the HBA in connection with my presentation for the purposes of promoting the event. I also agree to allow the HBA to use my photograph and biographical information that is public in my LinkedIn profile or on my business website in connection with my presentation and for the purposes of promoting the event.

I agree that the HBA has the right to use, reproduce, and/or distribute any and all audio, visuals, video and written materials in connection with my presentation(s), in whole or in part.

I indemnify and hold the HBA harmless from and against any and all claims, expenses (including reasonable attorney's fees), and liability arising, directly or indirectly, out of my actions or inaction in the event, including but not limited to any injury or damage which I may suffer as a result of my participation.

AGREEMENT YEAR
2023

SUBMITTED BY

SUBMIT

[My signed Speaker Agreements](#)

A speaker agreement is valid for the balance of that calendar year.