

Great Plains Federal Tax Institute - 2018 Faculty Agreement Form

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I hereby grant permission to Great Plains Federal Tax Institute, Inc. (Institute) to:

1. Reproduce in print and/or electronic format, my original materials created as a supplement to my oral presentation to be given in conjunction with the 56th Annual Great Plains Federal Tax Institute.
2. Promote the Institute, using my name and photo image, in print and/or electronic format.
3. Make the materials available as a stand-alone product to professionals who are unable to attend the Institute in person (before and after the actual dates of the event).
4. Record my presentation, in audio and/or video format, and to make it available as a stand-alone product to professionals who are unable to attend the Institute in person.
5. Transmit my likeness and voice via electronic media to Institute registrants who may participate from remote locations.

I acknowledge that my supplemental materials are due to the Program Manager by November 1, 2018.

I further acknowledge that materials are to be submitted to the Program Manager as PDFs and in PowerPoint and/or Word 2007 format. (I understand that, if I submit a Word document and also present using PowerPoint slides, I should forward both files to the Institute.)

I grant permission to the Institute to, if necessary, reformat the materials to maximize participant viewing of the materials, either in print or electronic format.

I agree to refer to the PDF version of my materials when making my oral presentation (to allow for Institute participants to follow, using the same page numbering system).

I agree that I will obtain permission in writing, which I will provide to the Institute, for any materials submitted but not authored by me.

I understand that my materials may be copyrighted by me or my employer and that the Institute has copyright to the compendium of materials prepared by all presenters for the 56th Annual Great Plains Federal Tax Institute.

Signature (Electronic signature is permissible.)

Date

**Please complete and return this form by June 15 to:
Cindy Lilleoien, Program Manager
4220 S. 32nd Street
Lincoln, NE 68502
402/483-4234
cindylilleoien@gmail.com**

Thank you.