

## **VOLUNTEERING AGREEMENT AND CODE OF CONDUCT**

This Volunteer Agreement ("Agreement") is entered into between **UNLEASH Group Ltd**, a company registered in England and Wales under company number 14748859, whose registered office is at 180 Borough High Street, London, SE1 1LB, UK ("**the Company**")

**and the individual ("the Volunteer")** who acknowledges and agrees to the terms outlined herein by submitting their application and ticking the consent box.

### **1. Nature of Volunteering**

1.1 The Volunteer agrees to provide voluntary services to the Company as a volunteer.

1.2 The Volunteer acknowledges that they are not an employee of the Company and will not receive any wages, salary, or other compensation for their services.

### **2. Duration**

2.1 The Volunteer's services under this Agreement will commence on the event build day and continue through to the final day of the conference, spanning a total of four days, unless terminated earlier as outlined herein. The exact dates will be provided separately.

### **3. Volunteer Responsibilities**

3.1 The Volunteer shall perform their assigned tasks onsite responsibly, professionally, and in alignment with the Company's mission and objectives.

3.2 The Volunteer will adhere to the Company's policies, guidelines, and instructions provided by the Company.

#### **4. Support and Training**

4.1 The Company agrees to provide necessary training and orientation to the Volunteer to perform their duties effectively.

4.2 The Volunteer agrees to attend and participate in all training sessions scheduled by the Company.

#### **5. Code of Conduct**

5.1 The Volunteer agrees to abide by the event's Code of Conduct. Any violation of the Code of Conduct, as determined by the Company, may result in immediate removal from the event without prior notice or compensation.

5.2 The Volunteer acknowledges that, during the event, they are strictly prohibited from:

- Soliciting job opportunities.
- Selling or promoting products or services.
- Collecting leads or prospecting for sales purposes.
- Being employed by a competitor event company operating in similar industries, including but not limited to HR, HR Tech, Technology, AI, and Startups.

Failure to comply with these provisions will be considered a breach of the Code of Conduct and may result in immediate removal from the event.

5.3 The Volunteer agrees to maintain a professional demeanour and respectfully conduct themselves towards Company staff, attendees, and other volunteers.

5.4 The Volunteer agrees to uphold confidentiality regarding any sensitive information obtained during their volunteer role.

5.5 The Volunteer agrees not to use any information learned during training or at the event for any other conferences or similar events.

## **6. Expenses and Benefits**

6.1 The Volunteer acknowledges that they will not receive any financial compensation, wages, or benefits from the Company, except as expressly agreed upon in writing.

6.2 The Company may reimburse the Volunteer for reasonable expenses incurred in connection with their volunteer duties, subject to prior approval by the Company.

## **7. Health and Safety**

7.1 The Company will provide necessary health and safety guidelines and procedures to ensure the Volunteer's safety during their volunteer service.

7.2 The Volunteer agrees to comply with all health and safety policies and procedures of the Company.

7.3 The Volunteer acknowledges that they are participating at their own risk and agrees to hold the Company harmless from any claims, liabilities, or damages resulting from their participation.

7.4 The Company is not liable for any personal injury, loss, or damage to personal property incurred during the event.

## **8. Insurance**

8.1 The Company maintains insurance coverage that extends to volunteers, subject to the terms and conditions of the insurance policy.

## **9. Use of Event Photos**

9.1 The Volunteer grants the Company the right to capture, use, and distribute photographs or video recordings taken during the event for promotional, marketing, and documentation purposes without compensation.

## **10. Sharing of Contact Information**

10.1 The Volunteer acknowledges and agrees that certain personal information, including but not limited to their phone number, may be shared with other volunteers for coordination and operational purposes.

## **11. Termination**

11.1 The Company reserves the right to terminate this Agreement immediately if the Volunteer breaches any provision of this Agreement or engages in misconduct.

## **12. Dispute Resolution**

12.1 Any disputes arising out of or in connection with this Agreement shall be resolved through amicable negotiations between the parties.

## **13. Entire Agreement**

13.1 This Agreement constitutes the entire understanding between the parties regarding the volunteer services and supersedes any prior agreements or understandings, whether written or oral.

#### **14. Governing Law**

14.1 This Agreement shall be governed by and construed in accordance with the laws of England and Wales.

#### **15. Agreement Acknowledgment**

By submitting their application and ticking the consent box, the Volunteer acknowledges that they have read, understood, and agree to comply with the terms of this Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Volunteer Agreement as of the date first written above.

**UNLEASH Group Ltd**  
Fora, 180 Borough High Street,  
London, England, SE1 1LB

*volunteer@unleash.ai*