

# **KASCPA Annual Conference Participation Guidelines**

We look forward to welcoming you to our events!

To ensure that all participants enjoy a safe, professional, and positive experience, please take note of the following guidelines:

## **1. Who Can Attend**

- Our events are open to members and registered representatives of sponsor companies.
- The number of attendees from each sponsor company is set according to the sponsorship agreement or by the KASCPA.
- If additional guests are desired, please request approval in advance through your company's sponsor contact and the KASCPA's leadership team.

## **2. Requesting an Exception**

- Please submit exception requests at least 30 days before the event.
- Include your reason for attending, your affiliation, and your role.
- We'll review all requests promptly and confirm in writing whether the request is approved.

## **3. Enjoy the Event Respectfully**

- We ask all guests to help create a friendly and respectful atmosphere.
- Please avoid disruptive behavior or negative remarks toward others or other companies.
- If you have concerns about the event, share them with us privately afterward through our official channels.

## **4. If Problems Arise**

- In rare cases, disruptive behavior may result in being asked to leave the event.
- Serious violations could affect future attendance eligibility.

By following these guidelines, you help us maintain the high standards and warm spirit of our community. We're excited to make this event an enjoyable and meaningful experience for everyone.

Korean American Society of CPAs