



Dear Speaker

Thank you for agreeing to conduct a podcast for SoCLA.

We are very grateful that you have agreed to give your time for the purposes of recording a podcast with us as we appreciate the time and effort that goes into preparing to record a podcast.

### **Podcast**

SoCLA will provide all required recording and podcast equipment.

We will record your presentation and/or interview and then edit the material so that it may be uploaded to the SCL Australia Podcast Station.

Podcasts are a great way for our members and subscribers to the SCL Australia Podcast Station to benefit from the hard work and knowledge of a variety of professionals such as yourself, particularly if they are unable to attend one of SoCLA's events in person.

### **Paper**

In addition to recording the podcast we welcome you to produce a paper on the topic that you have discussed which we may then include in our newsletter or upload to our Website. Please email your paper (if you wish to prepare one) to: [admin@scl.org.au](mailto:admin@scl.org.au).

### **Speaker Conditions**

If you proceed with undertaking any of the tasks identified above then you are taken to have agreed by your conduct to the conditions on the next page. If you do not agree to any of the conditions please let us know prior to recording the podcast.

Thank you again for working with SoCLA and we are grateful for the opportunity to collaborate with you.



## **SPEAKER CONDITIONS**

If you have agreed to be recorded for the purposes of the SCL Australia Podcast then this will constitute your consent to your podcast material being added to the publically available SCL Australia Podcast Station. You also acknowledge and agree that SoCLA will have full editing rights and discretion in relation to the production of the podcast, including whether the podcast is uploaded to the SCL Australia Podcast Station or otherwise distributed or released.

Unless otherwise notified to SoCLA, by recording the podcast and/or providing SoCLA with any papers, you are giving your permission and authority for these items to be reproduced by SoCLA without royalty payments. Your materials may be reproduced by SoCLA for, and distributed to, its members and others to access on the SoCLA Website or other form of distribution or platform. You acknowledge that this will not put SoCLA in breach of any intellectual property right and you agree to indemnify SoCLA in the event of such infringement.

All activities set out in this letter will be at SoCLA's full discretion, including in relation to academic rigour and you will have no entitlement or right to demand SoCLA to carry out and complete any of the activities set out in this letter.

Please sign and return this letter before undertaking any of the tasks set out in this letter in order to signify your agreement to the above conditions. If you fail to sign these conditions but you proceed with any of the tasks identified above then you are taken to have agreed by your conduct to these conditions.

If you have any queries, please do not hesitate to contact [admin@scl.org.au](mailto:admin@scl.org.au).

Website: <http://www.scl.org.au>

I acknowledge and agree to the terms set out in this letter.

Signature

Print Name

Title / Position

Email Address

Mobile telephone no.