

Event Protocols

Youth participating in any event/activity must always be accompanied by at least one of the following:

- Their own parent/guardian
- Adult chaperones from their school group/organization
- Stan State event employees/volunteers under the Faculty Event Manager and who have completed the required background screenings and Safety & Risk Management trainings*

**Must adhere to the following supervision ratio requirements based on group size:*

- Minimum of 2 employees/volunteers with a group if it only states 1 below.
- 1:10 for ages 9-14
- 1:12 for ages 15-17
- Contact [Mx. Woodall](#) for younger age-range or overnight ratios.

Everyone above the age of 2 must provide their name and phone number when they check into an event. Guest performers, lecturers, volunteers, and other participants/service providers will have already provided this information by submitting the required forms prior to participating in an event.

Audience members are strongly encouraged to [pre-register](#) prior to the event to ensure seating and streamline the on-site checkin process.

By purchasing a ticket, registering for, or participating in this event, you agree to the above terms. Failure to comply will result in loss of entry without refund and inability to participate in the event.

[COVID-19 & Campus Updates](#)

- [Campus Face Covering Protocol](#)
- [Campus Event Protocol](#)
- [COVID-19 Safety Procedures Enforcement](#)
- [University COVID-19 Safety Measures](#)



**Music Forms & Publications:
Music Event & COVID-19 Resources**
(Contains all links listed on the left.)

Release of Liability Instructions for Individuals

Overview

A Release of Liability (“ROL” or “Release”) is required for all University planned sponsored events, on and off campus, and based on risk assessment. All campus events must use the CSU approved standard Release document, and release documents must be a separate document from other informative paperwork. Releases are not required for those simply attending University events (i.e., audience members).

Participants who do not sign a ROL cannot participate in the event/activity but may attend as audience members instead (for events/activities open to audiences).

Minors cannot sign a ROL; a parent/guardian must read and sign the second page on their behalf (and may include up to four minors on a single Release).

Who should sign a Release of Liability Form:

- Those voluntarily participating in University activities that may have some additional risk (e.g., performing arts, etc.).
- Unpaid and non-University employed students voluntarily traveling with the University (e.g., academic field trips, conferences, etc.).
- Students traveling for any voluntary reason (e.g., student organization trips).

ROL Process

1. ROLs may be distributed in the following ways:
 - a. An Adobe Acrobat Sign electronic signature request email.
 - b. A PDF email attachment.
 - c. A printed handout.
2. ROLs may be signed and submitted via the following means:
 - a. At least *2 weeks* before the event/activity date, mail a paper copy to:
ATTN: Music Department
Stanislaus State University
One University Circle, M-3
Turlock, CA 95382
 - b. At least *1 week* before the event/activity date, email a scanned copy to:
To: jwoodall@csustan.edu
Subject: [Event/Activity Name] [Participant Name] ROL
 - c. At least *3 days* before the activity, complete the Adobe Acrobat Sign electronic signature request you received via email.
 - d. On the event/activity date, submit a paper copy *before* participating.

Contact the Music Department Administrative Support Coordinator (ASC), Mx. Jasmine Woodall, if you have any questions about this process or require assistance.

**WAIVER OF LIABILITY, PROMISE NOT TO SUE, ASSUMPTION OF RISK, AND
AGREEMENT TO PAY CLAIMS**

Activity: _____

Activity Date(s) and Time(s): _____

Activity Location(s): _____

In consideration for being allowed to participate in the above-referenced Activity, on behalf of myself and my next of kin, heirs, representatives, and assigns, I hereby **release, waive, and discharge from all liability and promise not to sue** the State of California, the Trustees of The California State University, California State University, Stanislaus, Associated Students Inc./University Student Center, and their employees, officers, directors, volunteers and agents (collectively the "University") from any and all liabilities or claims, **including claims of the University's negligence**, resulting in any physical or psychological injury (including paralysis and death), illness, damages, property loss, or economic or emotional loss I may suffer because of my participation in the Activity, including travel to, from and during the Activity.

I am voluntarily participating in this Activity. I am aware of the risks associated with traveling to/from and participating in this Activity, which include but are not limited to physical or psychological injury, pain, suffering, illness, disfigurement, temporary or permanent disability (including paralysis), economic or emotional loss, and/or death. I understand that these injuries or outcomes may arise from my own or other's actions, inaction, or negligence; conditions related to travel; or the condition of the Activity location(s). **Nonetheless, I assume all related risks, both known or unknown to me, of my participation in the Activity, including any associated use of University facilities or premises and any travel to, from and/or during the Activity.**

I agree to **indemnify and hold** the University **harmless** from any and all claims, actions, suits, costs, expenses, and liabilities, including attorney's fees or damage to my property, that arise out of my participation in the Activity, including any associated use of University facilities or premises and any travel to, from and/or during the Activity. If the University incurs any of these types of expenses, I agree to reimburse the University. If I need medical treatment, I agree to be financially responsible for any costs incurred as a result of such treatment. I am aware and understand that I should carry my own health insurance.

I am 18 years or older. I understand the legal consequences of signing this document, including (a) releasing the University from all liability, (b) promising not to sue the University, (c) and assuming all risks of participating in the Activity, including travel to, from and during the Activity.

I understand that this document is written to be as broad and inclusive as legally permitted by the State of California. I agree that if any portion is held invalid or unenforceable, I will continue to be bound by the remaining terms.

I have read this document in its entirety, fully understand its terms, and acknowledge that I am signing it freely and voluntarily.

No other representations concerning the legal effect of this document have been made to me.

Participant Signature: _____

Participant Name (print): _____ Date: _____

Authorization for use of Image, Voice, and/or Likeness: I give the University the absolute right and permission to use my likeness in photographs, videos, or other digital media (hereinafter "photos") in its promotional materials and publicity efforts. I understand that the photos may be used for any lawful purpose including publications, print ads, direct-mail pieces, web-based publications, or web content. I also understand that all photos will become the property of the University and will not be returned. I hereby hold harmless, release and forever discharge the University from all claims, demands and causes of action which I, my heirs, representatives, executors, or any other persons acting on my behalf, may have.

Participant Signature: _____

Participant Name (print): _____ Date: _____

**WAIVER OF LIABILITY, PROMISE NOT TO SUE, ASSUMPTION OF RISK, AND
AGREEMENT TO PAY CLAIMS**

If Participant is under 18 years of age:

I am the parent or legal guardian of the Participant(s). I understand the legal consequences of signing this document, including (a) releasing the University from all liability on my and the Participant's behalf, (b) promising not to sue the University on my and the Participant's behalf, (c) and assuming all risks of the Participant's participation in this Activity, including travel to, from and during the Activity. I allow Participant to participate in this Activity. I understand that I am responsible for the obligations and acts of Participant as described in this document. I agree to be bound by the terms of this document.

I have read this two-page document, and I am signing it freely.

No other representations concerning the legal effect of this document have been made to me.

Participant's Name: _____ Birth Year: _____

Participant's Name: _____ Birth Year: _____

Participant's Name: _____ Birth Year: _____

Participant's Name: _____ Birth Year: _____

Signature of Minor Participant's Parent/Guardian

Name of Minor Participant's Parent/Guardian (print)

Date

Authorization for use of Image, Voice, and/or Likeness: I am the parent or legal guardian of the Participant(s) named above. I give the University the absolute right and permission to use my child's(ren's) likeness in photographs, videos, or other digital media (hereinafter "photos") in its promotional materials and publicity efforts. I understand that the photos may be used for any lawful purpose including publications, print ads, direct-mail pieces, web-based publications, or web content. I also understand that all photos will become the property of the University and will not be returned. I hereby hold harmless, release and forever discharge the University from all claims, demands and causes of action which I, my heirs, representatives, executors, or any other persons acting on my behalf, may have.

Signature of Minor Participant's Parent/Guardian

Name of Minor Participant's Parent/Guardian (print)

Date