



New Orleans, Louisiana
September 27 - October 1, 2026



AV NEEDS AND COPYRIGHT ATTESTATION

Thank you for accepting ACUA's invitation to present at the upcoming **2026 ACUA AuditCon**, to be held in-person **September 27 – October 1, 2026**, at the Sheraton New Orleans Hotel in **New Orleans, Louisiana**.

Complete the questionnaire below to help us ensure the presentation experience is seamless and positive for you and the ACUA AuditCon audience.

Audio Visual Needs

ACUA will provide:

- Projection Screen
- LCD projector
- Podium
- 1 lavalier microphone per speaker - speakers **MUST** use a microphone
- Remote presentation slide clicker

Speaker:

- **MUST** use a microphone
- Provide a computer laptop with slides pre-loaded

Internet is not provided in the meeting room.

To finalize audio visual needs, select all the statements below which apply to your presentation.

- I do not require any additional audiovisual equipment
- My presentation has an audio input from a video clip that is embedded in the presentation
- My laptop is a PC
- My laptop is a MAC
- I will need ___ (#) of flipcharts (maximum of 2)

I have other audiovisual needs (Describe)



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Copyright Compliance Attestation

Presentations should consist primarily of original information and properly cited data as appropriate. If you utilize previously copyrighted materials in your presentation, including images found on the Internet, you must label them as such, with a notation that they are “Used by Permission” and provide written permission for use and reprint from the copyright owner. Please check ONE statement which accurately reflects your use of copyrighted material in your slides and/or handouts below.

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- I have NOT included any original works of art (including photographs, cartoons and graphic images) which are considered copyrighted material in my presentation.
- I have gained permission from the copyright owner, the person who created the work, to use or copy the image for my presentation. I will send proof of my purchase of a license to use the image from the copyright holder to the ACUA Executive Office. Note: This license is usually purchased through a ‘clearinghouse’ like www.cartoonstock.com or www.istockphotos.com. Please visit <http://www.stockphotorights.com/faq/> for more information.
- I have not gained permission from the copyright owner to use this image. I understand that my use of copyrighted images in my presentation may exceed the limits of what can be considered educational fair use under the provisions of the Copyright Act. I acknowledge that ACUA has informed me of this, and I accept personal liability, including responsibility for any assessed fines for the possible infringement of fair use limits of the copyright which may result from my reproduction/use of this material. I have also been advised that I should seek permission (purchase a license) from the holder of the copyright to reproduce this material.

Electronic signatures are accepted. Please provide your name and date completing this questionnaire.

Name: _____

Date: _____