

Follow these steps to register:

1. Read all the rules outlined in the Otafest Convention Policies supplied on the reverse side of this form.

2. Complete the form by filling in all the requested information. This allows us to collect demographic information about our guests and the effectiveness of our advertising so that we can better plan future events. If there is any information you feel uncomfortable giving to us, feel free to omit it, however we ask that you be honest with the information you do provide.

3. Have your admission fee ready before you reach the registration desk. All prices include GST.

Note: please bring all available ID as proof of age will be requested at the discretion of Otafest staff. Otafest staff reserve the right to refuse entrance to showrooms if age of guest is in question.

Please fill out one form per person attending the convention.

4. Enjoy the Convention!

Personal Information

Full Name: _____

Email: _____

City/Province: _____

Age : _____

Gender: Male Female

Do you have a food donation?

Yes No

Additional Information

How did you hear about Otafest?

Previously Attended <input type="checkbox"/>	Hand Bills <input type="checkbox"/>
Facebook Ads <input type="checkbox"/>	Word of Mouth <input type="checkbox"/>

Would you be interested in volunteering for next year?

Yes No

'I have read and understand all of the rules and policies listed on the reverse and agree to abide by them knowing that my admission may be revoked without refund should I violate them.'

Signature: _____

Date: _____

Full policies and rules are on the reverse of this page (look at the other side).

Please check type of admission purchased:

Friday - General Admission <input type="checkbox"/>	Price - \$ 20	Full Weekend - General Admission <input type="checkbox"/>	Price - \$ 30
Saturday - General Admission <input type="checkbox"/>	Price - \$ 25	Children < 5 Yrs <input type="checkbox"/>	Price - \$ nil
Sunday - General Admission <input type="checkbox"/>	Price - \$ 20	Children 6 - 12 Yrs <input type="checkbox"/>	Price - \$10

Are you a: Guest / Panelist / Media / Other (Please circle which applies) Price - \$nil

Do you have a food donation? Discount \$2

Discount Applied: _____ Total amount paid: _____ Executive Initial: _____

Otafest Convention Policies

Definitions

1. In these policies,
- (1) "Artist Alley" refers to the designated location for the sale of personal artwork. Artist Alley is also the location for sketch requests;
- (2) "Cosplay" refers the special event known as Cosplay;
- (3) "OPC" refers the Otafest Planning Committee, the governing entity of Otafest;
- (4) "Otafest" refers the Otafest convention;
- (5) "Vendor Room" refers the designated location for the sale of merchandise. Some events call this room the Merchant Hall, the Vendors' Hall, or the Dealers' room;
- (6) "Viewing room" refers the designated viewing areas for video programming;
- (7) "Weapon" is defined in Section 37 of these policies;
- (8) "Wristband" refers the proof of admission used by Otafest.

General Policies

2. The following activities are not permitted during Otafest:
 - (1) Engaging in any activity prohibited by law;
 - (2) Any act which could result in substantial risk or harm to people or property;
 - (3) Engaging in disruptive and unsafe behavior that disturbs other patrons, staff, or the public;
 - (4) Sexual misconduct, such as indecent exposure, offensive touching, or sexual harassment;
 - (5) Physical or verbal harassment of the public or staff;
 - (6) Loitering.
3. All patrons must abide by all University of Calgary procedures, policies, and bylaws, as well as all local, provincial, and federal laws and bylaws.
4. Seating for events or in viewing rooms is first-come, first-served. Due to fire regulations, sitting in aisles and seating beyond the room's capacity are not allowed, and Otafest is bound by law to strictly enforce this.
5. Alcohol or intoxication is not permitted at Otafest. Any incidences will be dealt with accordingly.
6. Food and drinks are normally permitted during events and inside viewing rooms, but please clean up after yourself. Please use available garbage bins to dispose of waste. Patrons will be informed if food or drinks are prohibited.
7. Talking out of turn during events or in viewing rooms is disruptive to other patrons. Please save your comments for outside the event or viewing room.
8. Have fun, enjoy yourself, be courteous to fellow attendees, but please remember, the impression you make reflects on all of us.
9. With respect to some Otafest events, such as Cosplay, Otafest Convention Policies may be temporarily overridden for participants of that event. The only persons that may authorize this override are:
 - (1) Chairman;
 - (2) Security Head;
 - (3) Assistant Security;
 - (4) Cosplay Director or delegate.

Wristbands and Admission

10. Wristbands must be worn and be visible at all times. Individuals without wristbands will not be granted access to the convention.
11. Any patron who has their wristband revoked will not receive reimbursement or refund of any part of their admission.
12. A fee will be charged for replacing a lost wristband. Replacement badges will be authorized by Registration.
13. Please return any wristbands found to Otafest staff immediately.

Attire and Costumes

14. All patrons are required to dress appropriately, in accordance with public decency laws.
15. All patrons are required to wear footwear. Socks or bare feet are not acceptable.
16. OPC reserves the right to deem any attire or costume unacceptable and request the wearer to either change or make modifications as necessary.
17. Patron should be aware that they may be asked to remove all or part of any costume that is bulky, difficult to maneuver, or otherwise presents a possible safety issues for the wearer or other patrons.

Harassment and Assault

18. OPC has a zero tolerance for any type of harassment and/or assault. Harassment is any behavior that annoys, alarms, or threatens another person. This includes any unwanted physical contact, following someone without a legitimate reason, or threatening to harm someone.
19. Sexual misconduct is unacceptable at Otafest, and will result in the revoke of the patron's wristband.
20. If an assault does occur, call Campus Security immediately at 220-5333. There are phones locate throughout the campus with a speed dial button for Campus Security.

Liability

21. Although we strive for the safest possible environment, Otafest, OPC, and its affiliates are not responsible for any loss, damage, theft, or injury while attending Otafest.
22. Patrons are responsible for their individual actions and any repercussions that may result.
23. Civil or medical emergencies are to be handled directly by the proper authorities.

Merchandise and Theft

24. All merchandise, from Otafest itself, the Vendor Room, or Artist Alley, must be paid for.
25. Any patron caught shoplifting or stealing will be handed over to the proper authorities, have their wristband revoked, and refused service into all future Otafest events. There will be no exceptions.

Photography and Video Recording

26. Photography of original artwork in Artist Alley is not allowed without Artist's permission.

27. Photography may be restricted to specific events. Patrons will be informed any event which photography or video recording is prohibited.
28. Photography of all other aspects of the convention is allowed, as long as it does not disrupt events or the flow of traffic, and the subject does not object to the photo.
29. Please be considerate and ask first before taking pictures of guests, other patrons, or the general public.
30. Please be advised that you may be video recorded by OPC during some events.
31. Posing with a weapon for a photograph is acceptable. However, the weapons may only be drawn for that picture, and no patrons in the immediate area must feel threatened.

Signage

32. Wearing any signs that offer products or services, for solicitation, financial gain, physical act, or otherwise, is prohibited at Otafest.
33. Signs with inappropriate content will be removed without warning, and may result in the patrons' expulsion from the convention.

Weapons & Props

34. Otafest has the following definitions:
 - (1) A "**weapon**" is defined to be any item that is designed to cause injury or death, or anything a person actually uses or intends to use to cause injury or death. Also includes any item which is designed, used, or intended for use to threaten or intimidate.
 - (1.1) This includes but is not limited to: anything prohibited by the criminal code, any firearms and ammunition of any and all sorts, rifles, shotguns, hand guns, BB guns, pellet guns, cap guns, air-soft weapons, paintball guns, blow guns, tazers, explosives, knives, swords (including katana and other martial arts style swords), bokken, shinai, daggers, sword canes, switchblades, bali-song (butterfly) knives, axes, hatchets, pole arms, staffs, clubs, paddles, bows, arrows, martial arts weapons, brass knuckles, chains, whips, pepper spray, mace, and any projectile item, toy or real, whether or not such weapon is loaded, broken, or then-currently in firing or useable condition.
 - (2) A "**prop**" is defined as any item used by an attendee to enhance their costume.
 - (3) A "**prop resembling a realistic weapon**" is defined as any prop that can be mistaken for a weapon by a casual observer at any distance.
 - (4) A "**prop resembling a non-realistic weapon**" is defined as a prop meant to resemble a weapon, but that would not be mistaken for a dangerous item by a casual observer at any distance. This would include props that resemble fantasy weapons, futuristic weapons or stylized weapons.
 - (5) A "**general prop**" is defined as any other prop that is not meant to resemble a weapon.

35. Effective for Otafest 2010, the following items are not allowed. DO NOT BRING THE FOLLOWING:

- (1) Any weapons. Weapons are FORBIDDEN and BANNED
 - (2) Props resembling realistic weapons.
 - (2.1) In particular, but not limited to, props that resemble firearms are not allowed, including toy guns, water guns, nerf guns, or prop guns made out of craft materials.
 - (3) Props constructed predominately out of metal
36. If you bring a prohibited item (aka, a weapon, or a prop resembling a realistic weapon), you MUST remove it from campus grounds or allow us to confiscate and hold the item until the end of the festival. Depending on the nature of the weapon, Otafest reserves the right to refuse admission to the attendee until the weapon is removed entirely from campus grounds.
 37. Props resembling non-realistic weapons are only allowed in a designated area for photography, or for use during the Cosplay Contest. Props resembling non-realistic weapons MUST be transported to University of Calgary properly in a proper container (ie, kept in a box or wrapped in a cloth or bag), until they are inspected by Otafest personnel. Once these items have been inspected, and deemed to be appropriate, they will be stored at the designated photography area, for display and photography uses within this area only. If the prop is to be used for the Cosplay Contest, they will be transported from the designated photography area to the Cosplay Contest area by Otafest personnel.
 38. All props that are brought to Otafest MUST BE INSPECTED by Otafest personnel immediately upon arrival and registration at the festival.

- (1) If your prop is deemed to be a **general prop**, we will mark it in a highly visible way such that staff and patrons can tell from a distance that the prop is allowed for general use at the festival.
- (2) If your prop is deemed to **resemble a non-realistic weapon**, it will be stored at the designated photography area, for display and photography uses in this area only.
- (3) If your prop is deemed to **resemble a realistic weapon** or is **otherwise inappropriate**, you MUST remove it from campus grounds or allow us to confiscate and hold the item until the end of the festival.

39. For the sake of clarity, **weapons and props resembling realistic weapons** should NOT be brought to Otafest. PLEASE LEAVE THESE PROPS AT HOME. **Props resembling non-realistic weapons** should be brought to the University of Calgary in a proper container from the time you leave your home, until you have arrived at Otafest and register as an attendee. It is your responsibility to ensure that casual observers will NOT mistake your prop for something dangerous, so please keep your prop covered until you have registered with Otafest as an attendee of the festival.

40. For the sake of clarity, the following props ARE considered to be general props and ARE allowed so long as the rest of the regulations are followed:

- (1) Props of items that are not meant to be weapons to the casual observer (ie, walking sticks, wands, shields, stuffed animals, giant keys, anchors, staffs, baseball bats, other household items, etc)

Violation of Otafest Policies

41. Otafest reserves the right to enforce punishment against any patron who violates these policies. Such punishment can include, but are not limited to:
 - (1) Asking a patron to leave a particular event or viewing room;
 - (2) Revoke of a patron's wristband without refund;
 - (3) Banning a patron from future Otafest events and Conventions.
42. Any action prohibited by law will result in notification of the proper authorities.