



Participation Agreement

This agreement includes several components, including a non-disclosure agreement, confidentiality agreement, waiver of liability and use of information. Please read this agreement carefully as it contains important information about your responsibilities and legal requirements.

Thank you for deciding to participate in our business educational programs. These programs are presented by Harrington Business Group, Inc., 1885 University Avenue West, Saint Paul, MN 55104, identified in this agreement as HBG, and Business Building Network, 10406 Sixth Avenue North, Suite 130, Minneapolis, MN 55441, identified in this agreement as BBN.

Participant Name: _____

Company Name: _____

Address: _____

Address Line 2: _____

City: _____

State: _____ Postal Code: _____

Phone: _____

FAX: _____

Alt. Phone: _____

Email: _____

Information/Services Provided

HBG and BBN offer business education in the form of classes and labs. The classes are structured to provide business related information to enhance the knowledge and skills of the participant. The labs are structured to allow the participant to develop and implement business solutions and to provide on-going support of those solutions. Because of the structure of the labs, it is often necessary to utilize financial, operational, marketing, sales and other information from the participant or their business or place of employment. The information and services provided by HBG and BBN are for educational purposes only.

All educational materials including hand-outs, worksheets, booklets, examples, presentations, electronic media, etc., are the property of HBG and/or BBN who grants the participant license to use these materials for their own educational purposes. Other materials and publications may be recommended and or/required and these will be purchased by the participant and all copyright, license and use issues of those materials will be as defined by the publishers and between them and the participant.

By the nature of the information and services provided, business topics and issues will be presented and discussed. HBG and BBN make no representation as to the validity of the information to the specific situation of the participant. **Information and services are not intended as legal, tax, or other such advice. HBG and BBN strongly suggest you consult a legal, tax, or financial professional such as a lawyer or CPA for advice on your specific situation.**

Equipment and Software

Some of the classes and labs offered by HBG and BBN will require the use of technology such as a computer and software. It is the responsibility of the participant to provide this equipment and software for their own use. In some situations, HBG and BBN may provide computers and software for use during classes and labs. In this case, these items are provided for use ONLY during those classes and labs, and especially as pertains to software, no other use or license is implied or permitted.

Participants will be notified of any equipment or software requirements prior to the start of any class or lab.

Confidentiality and Non-Disclosure of Information

As described under Information/Services provided, the nature of classes and labs will involve proprietary, confidential information, from both the participant and other participants. HBG and BBN will make every effort to ensure that no direct competitors are participants in the same classes and labs. Still it is essential to the effectiveness of the classes and labs that the participants utilize and work with potentially confidential information.

HBG, BBN, and other participants recognize that this participant has and will have the following information:

- products
- prices
- costs
- future plans
- business affairs
- customer lists

and other proprietary information which are valuable, special and unique assets of this participant. HBG, BBN and other participants will not at any time or in any manner, either directly or indirectly, use any confidential information for HBG's, BBN's, or other participant's own benefit, or divulge, disclose, or communicate in any manner any

confidential information to any third party without the prior written consent of this participant. HBG, BBN and other participants will protect the information and treat it as strictly confidential. All participants are required to accept and keep in force this confidentially and non-disclosure agreement prior to participating in classes and labs.

Waiver of Liability

The participant understands that the information and services provided as well as the classes and labs are for educational purposes only. The participant further understands that it is their sole responsibility to act on any information derived from a class or lab or any materials used in a class or lab and that HBG, BBN and other participants are not in any way liable for the results, actions, inactions, or other situations resulting from participation in any class or lab.

LIMITATION OF LIABILITY.

IN NO EVENT WILL HBG, THE BBN SCHOOL OR ITS INSTRUCTORS BE LIABLE TO THE STUDENT, INCLUDING WITHOUT LIMITATION OR THE STUDENT'S CUSTOMERS, CLIENTS, EMPLOYERS, CONTRACTORS OR ANY OTHER RELATED PERSON OR ENTITY FOR ANY LOST PROFITS, LOST SAVINGS, LOST DATA, OR OTHER SPECIAL, CONTRACTUAL, CONSEQUENTIAL OR INCIDENTAL DAMAGES, WITHOUT LIMITATION, ARISING OUT OF OR RELATING TO THIS AGREEMENT OR ANY PRODUCT OR CLASS FURNISHED OR TO BE FURNISHED UNDER THIS AGREEMENT, EVEN IF HBG, THE BBN SCHOOL OR ITS INSTRUCTORS HAVE BEEN ADVISED OF THE POSSIBILITY OF SUCH LOSS OR DAMAGE. IT IS AGREED THAT HBG, THE BBN SCHOOL AND ITS INSTRUCTORS AGGREGATE LIABILITY UPON ANY CLAIMS HOWSOEVER ARISING OUT OF OR RELATING TO THIS AGREEMENT OR ANY PRODUCT OR INSTRUCTION FURNISHED OR TO BE FURNISHED UNDER THIS AGREEMENT WILL IN ANY EVENT BE ABSOLUTELY LIMITED TO THE COST OF ATTENDING ANY SEMINAR, CLASS, OR LAB.

This agreement is governed by the laws of the State of Minnesota.

Acknowledged and accepted as of _____, _____
By:

For HBG:

For BBN:

(Signature)

(Signature)

(Print Name)

(Print Name)

Participant:

(Signature)

(Print Name)