



Registration Terms & Conditions ECI 2018

Definitions

These terms & conditions for delegates apply to every person registering for the 5th European Congress of Immunology (ECI 2018), to be held in Amsterdam, The Netherlands from September 2 - 5, 2018 (hereafter referred to as "the congress"), organized by the WMA Kongress GmbH (hereafter referred to as "the congress organizers").

All references to a date or a deadline, mentioned in these terms and on other congress documents, refer to the Central European Time Zone (CET).

Congress registration

Only fully completed registration forms will be accepted. An invoice will be sent after the receipt of your registration, a confirmation of payment will be sent upon receipt of payment in full. If the full payment has not been received before the deadline indicated, the registration will remain valid, however the due fee will be increased according to the payment period (early/regular/on site).

To be able to register as a student (undergraduate and postgraduate), individuals must present proof of fulltime enrolment at a recognized university or college or an according program (i.e. student ID, confirmation of head of department, etc.) either by e-mail at the time of pre-registration or during the onsite registration process (file-upload).

The registration fee for delegates (members of a national EFIS member society according to the below list, non-members or students) includes entry to all congress sessions, industry sponsored symposia, the industry exhibition and poster area, the networking event, the opening session and the closing session, provided that sufficient seating space is available. Please note that the security personnel of the congress center are responsible for granting or denying access to congress halls in case of overfilling, according to room capacities and national legislation. The congress organizer cannot guarantee available space in every session.

Parents/guardians of children agree to take full responsibility for them while at the congress site or a networking event.

www.eci2018.org

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The congress organizers cannot guarantee that a congress bag and other congress materials will be available for late registrations. All congress materials will be distributed on-site.

If the maximum delegate capacity is reached, the congress organizers reserve the right to refuse additional registrations.

Registration confirmation/invoice

An automatic registration confirmation will be sent by email after the registration has been completed online. An official invoice will be sent by email within a few days after the registration has been completed by the congress office. A confirmation of payment will be sent by email after the related payment has been received on the congress account by the congress office. Delegates may be requested to present the registration confirmation/invoice/confirmation of payment at the registration counter as proof of their registration and payment.

Methods of payment

All fees include 21% VAT according to Dutch tax law. Payments should be made in advance and in EURO only, using a credit card or by bank transfer. All bank fees and money transfer costs must be paid by the transmitter with no additional fees for the beneficiary. Any negative balance will be collected on site. Indicate the registration number and / or invoice number and the delegate's full name as a reference on all bank transfers.

Registration name change

A handling fee of EUR 50.- will be charged for every name change to an existing congress registration. A new registration form for the substitute delegate should NOT be submitted. Name changes will be accepted by email or fax indicating the old and new names including the required contact details until August 13, 2018. After this date, all name changes must be carried out on-site.

Cancellation policy

Notice of cancellation (e.g. in case of sickness, lack of funding or any other personal reasons) must be made in writing by email or fax to the ECI 2018 congress office. The notification must include all relevant information regarding the bank account to which a possible refund may be remitted (incl. IBAN and BIC). The cancellation will not be effective until a written acknowledgement from the ECI 2018 registration department is received. Registration fees may be refunded as follows:

Written cancellation received:

- before June 29, 2018: 75% refund
- between June 30 and August 13, 2018: 25% refund
- after August 13, 2018: no refund



The date of the email receipt date or fax ID will be the basis for considering refunds. Refunds will be made after the congress.

In the case of over-payment or double payment, refund requests must be made in writing (by email) and sent to the ECI 2018 registration department.

No refunds will be granted for unattended events or early termination of attendance, in case of cancellation of speakers, lack of space in the congress room or any other incidents during the congress which are beyond the control of the congress organizers.

By registering to the ECI 2018 participants agree that neither the organising committee nor the congress office assume any liability whatsoever. Participants are requested to make their own arrangements for health and travel insurance. The conference fee does not include insurance.

Cancellation of the congress

In the event that the congress cannot be held or is postponed due to events beyond the control of the congress organizers (force majeure) or due to events which are not attributable to wrongful intent or gross negligence of the congress organizers, the congress organizers cannot be held liable by delegates for any damages, costs, or losses incurred, such as transportation costs, accommodation costs, costs for additional orders, financial losses, etc.

Under these circumstances, the congress organizers reserve the right to either retain the entire registration fee and to credit it for a future congress, or to reimburse the delegate after deducting costs already incurred for the organization of the congress and which could not be recovered from third parties.

Modification of the program

The congress organizers reserve the right to modify the program. No refunds can be granted in case of cancellation of speakers, lack of space in the congress room or any other incidents during the congress which are beyond the control of the congress organizers.

Lost name badge

The congress name badge must be worn at all times during the congress. Access to the congress venue will not be granted without the name badge issued by the congress organizer. If a delegate loses, misplaces or forgets the name badge, a handling fee of EUR 50.- will be charged for a new name badge. Upon handing out a new name badge, the lost badge will be deactivated and become invalid.

Letter of Invitation

Individuals requiring an official letter of invitation from the congress organizers can request one through the online registration form. To receive a letter of invitation, delegates must first register to the congress and then submit any necessary data, as stated on the online form.



The letter of invitation does not financially obligate the congress organizers in any way. All expenses incurred in relation to the congress, the registration and the attendance are the sole responsibility of the delegate.

Visa requirements

It is the sole responsibility of the delegate to take care of his/her visa requirements. Delegates who require an entry visa must allow sufficient time for the application procedure. Delegates should contact the nearest Dutch embassy or consulate to determine the appropriate timing of their visa applications.

Note: Dutch embassies and consulates are independent decision-making agencies for visas. You cannot appeal against the rejection of a visa application; neither can the ECI 2018 organizing office intervene on your behalf in case of a rejection or to speed up the procedure.

Delegate registration details will be shared with the Dutch immigration authorities on request to assist in the immigration process. However, the congress organizers and/or the ECI 2018 registration department will not directly contact embassies and consulates on behalf of visa applicants.

The registration fee minus a handling fee of EUR 25.- will be refunded after the congress if the visa was applied for in time and proof is shown that a visa could not be granted even though all requested documents were submitted. Refund requests must be made in writing and sent to the ECI 2018 registration department, by email, no later than August 13, 2018, after which requests for such refunds cannot be taken into consideration.

Travel-health insurance

As part of a Schengen visa application, individuals must have travel-health insurance for the duration of their stay in the Schengen zone. This insurance can be obtained from any approved insurer. Individuals need to check with the responsible Schengen embassy/consulate for a list of approved insurers available in their country.

Individuals must have insurance for their entire stay in the Schengen zone and therefore are encouraged to ensure and pay for the correct number of days. The Schengen visa will only be given for the dates that are covered by the insurance policy, which need to relate to the travel dates.

Data protection and sharing of contact details

The protection of your data and the observance of your right of informational self-determination with regard to the collection, processing and use of your personal data are important to us. The ECI 2018 organizing office will collect and store all personal data for the preparation and execution of the 5th European Congress of Immunology 2018 (ECI 2018). In order to facilitate border entry and visa applications, the ECI 2018 organizing office will share contact details of concerned



delegates with Dutch immigration authorities on request. In addition, the ECI 2018 organizing office periodically sends newsletters to all participants regarding activities at the congress or other communications, which may be of interest unless otherwise explicitly indicated by the delegate on the registration form. If a delegate has opted to receive newsletters they can opt-out at any time by contacting the ECI 2018 registration department. Notification must be made in writing and sent to the ECI 2018 registration department by email.

Liability

The congress organizers shall be held liable in the framework of a duty of care as a respectable businessman according to statutory provisions. The liability of the congress organizers - for whatever legal reason - shall be limited to intent and gross negligence. The liability of commissioned service providers shall remain unaffected by this. The delegate shall take part in the congress at his/her own risk. Oral agreements shall not be binding if these have not been confirmed in writing by the ECI 2018 organizing office.

Fulfillment and jurisdiction

The terms of this contract shall be fulfilled in Amsterdam, The Netherlands and, in the event of any legal claims arising from either party, Vienna, Austria shall be the sole court of jurisdiction.