

E-AHPBA 2023 Congress Terms and Conditions

By submitting your Congress registration, you agree to the following Terms and Conditions:

General:

- These Terms and Conditions apply to each attendee registering for the E-AHPBA Biennial Congress, and to anyone registering on behalf of an attendee
- Access to the Congress is not transferable, except under the substitution arrangements set out below.
- These Terms and Conditions apply from the time of registration until the closure of the Congress
- E-AHPBA reserves the right to revoke access to the Congress at its sole discretion, including for any inappropriate conduct or breach of these Terms and Conditions

Cancellation of registration:

Cancellation and Refund Policy

- All refunds will be made after the Congress
- All bank service charges and all administration fees will be deducted from all congress registration refunds.

Cancellations up to and including 19 th April, 2023	70% refund
Cancellation on or after 20 April, 2023	No refund

Cancellation of a registration must be communicated via email to eahpba2023.registration@eahpba.org on or before **19th April 2023**.

Membership fees are non-refundable.

Please note the refund will be returned via the same payment method as the original receipt of funds. Refunds will not be given for no-shows.

Any refunds outside our normal terms will only be reviewed and processed after the E-AHPBA 2023 Congress and no later than 30 September 2023.

Cancellations after **20 April 2023** will incur a cancellation fee equal to 100% of the registration fees.

Substitution of registration:

Name changes and substitutions

Substitutions of attendees (name changes) can be made up until 22nd May 2023 and must be requested in writing via email to eahpba2023.registration@eahpba.org

We are unable to make any substitutions without instruction from the original registered delegate in writing.

***COVID19:**

If for reasons outside of its control a decision is made by E-AHPBA to convert the Biennial Congress to a fully virtual Congress, onsite registrations will be transferred to virtual registrations and attendees will be refunded the difference, at no additional charge.

E-AHPBA will not be responsible for refunding any costs associated with travel (e.g. transport, accommodation, visas, etc.) and recommend onsite delegates purchase the appropriate insurance accordingly.

E-AHPBA will follow government COVID-19 requirements at the time of the Congress. Attendees will be required to follow the COVID-19 rules and guidance from relevant authorities and E-AHPBA. Such requirements may include providing a proof of COVID-19 vaccination and/or a negative COVID test, wearing of face masks and/or social distancing. If there are any specific measures in place or changes, we will let you know as soon as we can.

Force Majeure:

E-AHPBA cannot be held liable by attendees for the partial or total non-execution or the postponement of the 2023 Congress, or for any delay or failure in performing any of its obligations under these terms and conditions, due to events beyond the control of E-AHPBA including accident, an act caused by a third party or force majeure*. Under these circumstances, E-AHPBA reserves the right to either retain the entire registration fee and to use it for a future Congress, or to reimburse the attendee after deducting costs already incurred for the organisation of the 2023 Congress or which could not be recovered from third parties. E-AHPBA may at its discretion repay the registration fee or part thereof, but shall be under no obligation to do so and shall be under no liability to the attendee in respect of any actions, claims, losses (including consequential losses), costs or expenses whatsoever which may be brought against or suffered or incurred by attendee, as the result of the happening of any such event.

**The expression 'force majeure' shall mean the occurrence of any act or event which is unforeseeable, insurmountable and outside the control of E-AHPBA, and which renders E-AHPBA unable to comply in whole or in part with its obligations under these terms and conditions. Force majeure includes but is not limited to act of God (such as epidemic, tidal wave, lightning, earthquake, hurricane, credible threats of natural disaster in the geographic vicinity), armed hostilities or acts of war (whether declared or not), riots, civil or military disturbances, national, regional or professional strikes (excluding strikes, lockouts and other industrial disputes or actions by, between or originated among the parties), curtailment or interruption of transportation facilities, threats or acts of terrorism or similar acts, pandemic, governmental travel advisory, a governmental elevation of the terrorism alert level, the issue of a Travel Warning by the World Health Organization or any other cause comparable events or disaster beyond E-AHPBA's control.*

Travel requirements and responsibilities for onsite attendees:

It is the attendee's own responsibility to check and fulfil any visa requirements for entry into France (and for any other countries that attendees stop at on the way to France).

It is the attendee's own responsibility to arrange any personal travel insurance wanted or needed for entry into France (and for any other countries that attendees stop at the way to France).

It is the attendee's own responsibility to check and fulfil the current travel and testing requirements relating to COVID19 for entry into the UK (and for any other countries that attendees stop at on the way to the UK), and for return travel to their home country.

If any onsite attendee experiences symptoms of a notifiable disease (including but not limited to COVID-19) in the few days immediately prior to or during the Congress, then they must follow the rules and guidance given by the authorities and the organisers at the given time. This may include taking tests and/or producing a certificate of vaccination, for which details will be made closer to the event.

Charging:

By submitting your credit card, you are authorising E-AHPBA to charge your credit card the total amount due. In the event that the delegate has selected the incorrect registration fee, E-AHPBA reserves the right and will change this after submission. Any outstanding balance will be notified to the delegate by email with a link to resubmit payment to settle any outstanding balance. E-AHPBA reserves the right to refuse access for incorrect payment of registration fees.

Registration includes:

- Access to all the scientific program sessions (except Meet the Expert)
- Access to the Poster sessions
- Access to the exhibition
- Congress documentation • Coffee breaks at times as listed in the final program
- Welcome reception

Changes to program:

All best endeavours will be made to present the program as publicised. However, E-AHPBA and its agents reserve the right to alter or cancel, without prior notice, any arrangements, timetables, plans or other items relating directly or indirectly to the E-AHPBA Congress 2023, for any cause beyond its reasonable control. E-AHPBA and its agents are not liable for any loss or inconvenience caused as a result of alterations or cancellations.

Data protection:

Personal data collected by E-AHPBA during the registration process is used to fulfil delegate attendance at the Congress and for delegates who qualify for E-AHPBA membership to fulfil their membership. E-AHPBA will use the contact information collected leading up to the Congress to notify delegates of Congress-related activities. We transmit personally identifiable data to third parties (data processors) only to the extent required to fulfil the terms of your contract with us, for example, to allow you to register and attend onsite. Data is not provided to third parties without delegate approval or legitimate interest.

Delegates must opt in to related questions on the registration form to take advantage of additional benefits. E-AHPBA takes no responsibility for delegates who do not read the data protection questions on the form in full and who do not actively opt in who wish to receive these additional benefits provided by third parties. Delegates have the right to withdraw consent given at any time by emailing eahpba2023.registration@eahpba.org

Sharing your personal data with exhibitors and sponsors:

- Contact or engage with a sponsor or exhibitor and agree for them to scan your badge
- Attend a sponsored session where badges will be scanned on entry

The scanning of your badge gives your consent and the personal data you provided to us (full name, country of residence and email address) will be shared with the sponsor or exhibitor, and they may be in contact with you about their products and services outside of the event. You also agree where relevant, these parties may transfer your data outside of the EEA for these purposes and you consent to such a transfer.

3. You can revoke any consent you have given under this policy at any time by informing the exhibitor or sponsor when connecting with them.

Photographs and videos:

During the event, E-AHPBA will take screenshots, photos, recordings and videos during all virtual and onsite activities and sessions. All images and videos become the property of E-AHPBA. These images and videos will be used by E-AHPBA for communication and promotional purposes on the website, social media, print materials and other marketing and communications channels. By participating in the 2023 Congress and/or other activities, you grant E-AHPBA the right to use your name, image/photograph and any contribution for such purposes.

E-AHPBA event code of conduct:

E-AHPBA's values are excellence, integrity, respect, inclusiveness and passion. E-AHPBA's events are intended to promote education and collaboration amongst E-AHPBA's international community and E-AHPBA aims for all participants at its events (for example: delegates, faculty, industry partners, staff and suppliers) to have a positive experience. Therefore, E-AHPBA requests all participants of its events adhere to this code of conduct for the duration of the event they are in attendance of. This code of conduct relates to written, verbal and non-verbal behaviour and communication, including social media activity, and to both onsite and virtual event participants.

E-AHPBA event code of conduct:

- Treat all fellow event participants with respect
- Refrain from any demeaning or negative behaviour towards any other event participant
- Refrain from any disruption to the event scientific program or other event proceedings
- Refrain from destruction of property or the use or threat of physical force to person or property

If you feel anyone is not adhering to this code, or have any other concerns during an E-AHPBA event, please contact a member of E-AHPBA staff.

Please note that if any E-AHPBA event participant fails to adhere to this code of conduct, E-AHPBA reserves the right to address this and take appropriate action (for example revoke their event registration).

Liability:

Participant agrees to indemnify, defend and hold harmless E-AHPBA, its officers, directors, employees and agents from any and all claims, actions, fees, charges, liabilities of any nature, which E-AHPBA, its officers, directors, employees and agents may incur that arise out of the negligence, gross negligence or wilful misconduct of the participant.

Intellectual property rights:

E-AHPBA, presenters and exhibitors retain the copyright and intellectual property rights on their respective information, documents, files, presentations, and other content shared during the event. Attendees must not copy, retransmit, record, photograph or store event content unless expressly permitted.