



Registration Conditions

Registration

The conference registration is only possible online. Every participant is responsible for the correctness of the given data. The payment of the registration fee has to be made online during the registration process using the payment methods provided. A submitted registration is binding.

Registration for the **ONSITE FORUM** attendance includes

- A name badge
- Access to all FORUM sessions
- Onsite Networking during coffee and lunch breaks (snacks and refreshments)
- Invitation to the ICPO FORUM Reception
- Access to virtual interaction and networking platform during the FORUM
- Access to the virtual conference platform until end of December 2021 for viewing all recorded sessions
- One-year complimentary ICPO membership

Registration for the **VIRTUAL FORUM** attendance includes

- Access to all FORUM sessions virtually
- Access to virtual interaction and networking platform
- Access to the virtual conference platform until end of December 2021 for viewing all recorded sessions
- One-year complimentary ICPO membership

Change of registration

The participant must inform the congress organiser immediately about any change of registration. All changes must be submitted in writing to: icpo-forum@eurokongress.de

A change of a **virtual to an onsite registration** is possible upon availability until the onsite registration deadline on Thursday, 2 September 2021. The onsite registration fee valid at the time of the change will be due. The price difference has to be settled immediately upon receipt of the respective invoice using the online payment methods provided. Onsite tickets are subject to limited availability. The price difference has to be settled immediately upon receipt of the respective invoice using the online payment methods provided. The onsite registration fee valid at the time of the change will be due.

A change of an **onsite to a virtual registration** is possible at any time. For registration changes received up until Thursday, 2 September 2021, the difference between the onsite and virtual registration fee will be reimbursed less a service fee of EUR 30.00. From this date onwards, no reimbursement of the price difference will be made. The virtual registration fee valid at the time of the change will be due.

If you would like to donate the price difference to ICPO Foundation, please let us know.

Cancellation

Cancellations have to be submitted in writing to: icpo-forum@eurokongress.de

Cancellations received in writing up until Thursday, 2 September 2021 incur a cancellation fee of EUR 65.00 (incl. VAT) for the FORUM Ticket (onsite and virtual). From this date onwards or in



case of a no-show, registration fee reimbursements are no longer possible unless the organisers are provided with a named replacement who will take on the registration.

Please note that **no refunds** will be made if you are unable to view the sessions due to the speed of your internet connection or a technical problem with your IT equipment. The presentations will still be available on demand on the virtual platform.

Cancellation of the ONSITE conference

In the event that the onsite congress cannot be held due to a situation of force majeure or cannot take place to the planned extent, such as pandemic contact restrictions, the organisers reserve the right to change the conference format into a fully virtual conference. Every onsite registration is automatically changed into an online registration taking into account the date of registration (standard or late fee).

All participants will be provided with the login details for the virtual conference in due time.

Name badge onsite

Upon arrival at the FORUM venue, all participants will receive a name badge, which must be worn visibly for the entire duration of the FORUM. The name badge acts as a personal entrance ticket for the FORUM and is non-transferable to other persons.

Virtual access

Every registration is per person and every participant receives a personal login. It is not allowed to share the link and login to the virtual conference with other persons.

Access to the FORUM onsite and virtual

All attendees must be over the age of 18.

Any onsite participant with signs of illness indicating an infection with COVID-19 (fever, cold, cough or similar) or participants that have been diagnosed with COVID-19 within the last 14 days are not allowed to enter the conference venue.

This rule also applies to participants that have been in contact with a person, who is infected with COVID-19 (documented or assumed). This exclusion does not apply to health care professionals who have professional contact with COVID-19 patients as long as all relevant safety measures were respected.

Due to compliance regulations all non-registered persons (family members, accompanying persons) are not allowed to access the conference.

Every participant registering for the conference confirms that the above mentioned conditions are fulfilled.

Recording

All presentations and lectures are intellectual property of the authors and thus no audio or video shall be recorded or broadcasted at any time by the participants.

In accordance with the authors the programme will be recorded by the organizers to be provided on the virtual platform.

Please note that any speaker or delegate asking a question might be recorded together with the running session which will be available on the virtual platform.

Programme Changes

Any last minute changes due to functional, private or organisational reasons will be announced on the FORUM website and the virtual conference platform. The event organiser accepts no liability for any additional costs caused by a change of programme.

Disclaimer



Neither ICPO nor EUROKONGRESS GmbH shall be liable for accidents, bodily injury, and theft as well as for additional costs due to the change of the event date, location, and programme or similar.

Liability for additional costs due to delays, changes or cancellations of flights, trains or other means of transport as well as due to strike action, illness, weather or environmental disasters is also excluded.

It is the responsibility of each participant to arrange appropriate theft-, accident-, health- as well as travel-cancellation insurance. Participants take part at their own responsibility and risk. It is the responsibility of every virtual participant to meet the technical requirements needed for joining the virtual congress.

The organiser cannot be held liable for any restrictions set by your internet provider, state, or any other institution employing firewalls or any other network security systems.

Other provisions

German law shall apply to the entire contractual relationship, excluding international private law and the UN Convention on Contracts for the International Sale of Goods. Munich is agreed as the exclusive place of jurisdiction.

Organiser

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