



TERMS AND CONDITIONS OF ATTENDANCE

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§ 1. General provisions.

- EUROPT(R)ODE2020 postponed to 2021** hereinafter referred to in the Regulations as the Conference, shall be held on **28 November - 1 December 2021**, in **Warsaw, ARCHE KRAKOWSKA HOTEL**, address: **237 Aleja Krakowska**, zip: **02-180 Warsaw | Poland**.
- Conference Program Organizer**, responsible for the conference scientific programme, is **Warsaw University of Technology, Faculty of Chemistry, Artur Dybko, Ph.D., D.Sc., Prof.**, Phone: **+48 22 234 5825**, E-MAIL: **dybko@ch.pw.edu.pl** with registered head office address **Warsaw University of Technology, Faculty of Chemistry, Stanisława Noakowskiego 3, 00-664 Warszawa, POLAND**
- Conference Technical Organizer**, responsible for the online registration and payments for conference participants, is **MW SCIENCE MEETINGS Maciej Wieczorek**, Objazdowa 15D, 05-119 Józefów, REGON (National Business Registry Number) 140755916, NIP (Tax Identification Number) 118-038-17-01, sharing web application for on line registration and online payments utilities with title: **COFFEE SYSTEM**, access from website address: **<https://systemcoffee.pl/?lang=en&go2logPanel=1&kid=917>** (the owner and administrator of the system and participants data is **INSTYTUT STUDIÓW PROGRAMISTYCZNYCH S. A.**, Brukselska 14, 03-973 WARSZAWA, KRS (National Court Register Number) 0000254547 REGON (National Business Registry Number) 140455806, NIP (Tax Identification Number) 1132597314.
- Conference participants may be researchers, academics, and other persons professionally associated with the topic of the Conference, as well as the representatives of entities operating in the sectors related to the topic of the Conference.
- As part of the Conference, scientific sessions will be held, together with an exhibition of publishers of scientific publications and other entities operating in the sectors related to the topic of the Conference.
- Each Conference participant shall receive a certificate of participation in the Conference.

- The official website of the Conference is available at: **<http://europtrode2020.eu>** (the address is for previous conference year before postponed to 2021 due to the SARS-Cov pandemic)

§ 2. Participation in the Conference.

The conditions for the participation in the Conference are as follows:

- in order to attend scientific sessions of the Conference – one needs to fill in the application form online, which is available on the Conference website, along with making the appropriate payment according to deadlines giving by the Conference Programme Organizer; after these dates, the registration form, along with the payment, shall be possible to submit during the Conference, in person at the Conference reception desk made available by the Technical Organizer;
- in order to include a presentation in the Conference agenda and Conference materials, one needs to register the participation online, using the online registration system available on the Conference website along with making the appropriate payment according to conference fee amount deadlines to pay, and approve the the abstract review.

§ 3. Payment for the participation fee in the conference.

The payment of early bird registration fee should be made according to the deadline **28 October, 2021**, other applicable fees should be made according to deadlines.

Payment by bank transfer in EUR currency:

- The payment of the fees associated with the participation in the Conference, shall be made by bank transfer to the bank account of the Conference Technical Organizer **MW ScienceMeetings** account in: **mBank S.A. FORMERLY BRE BANK S.A. RETAIL BANKING** account No. (EUR) **PL42 1140 2004 0000 3412 0355 8533**; SWIFT **BREXPLPWMBK**
- Participants must specify when submitting bank transfer order that all the bank charges are paid by the participant.
- Participant should make sure that your name and conference shortcut name **europtrode2020 (postponed 2021)** appears

on the bank transfer order or number of invoice pro-forma.

- Your payment will normally reach the technical organizer account to which you are making a payment on the following working day.
- Organizers cannot accept liability for a payment not reaching the correct technical organizer account due to you quoting an incorrect account number or incorrect personal details.

Payment by debit or credit card:

- Payment by debit or credit card is available using the web application COFFEESYSTEM with address: <https://systemcoffee.pl/?lang=en&go2rej=1&kid=952> when participant login into your personal account in this application using your ID and password and choosing folder payment on-line.

- Card payment is available using the following payment cards:



- Online transactions are supported by Dotpay.pl

- If the card supplier declines payment, the notification will be given during the transaction. You should check with your bank/credit/debit card supplier that payment has been deducted from your account. The final result of your transaction will be given in your personal account in the CoffeeSystem

- The fees for participation in the Conference are set out in § 4 of the Regulations.

- The receipt of payment will be confirmed by the Technical Organizer through a VAT invoice in accordance with applicable regulations send to your e-mail address.

- The lack of the payment of the Conference participation fee according to chosen conference fee amount deadline to pay, authorizes the Conference Technical Organizer to cancel the Participant's registration.

- The acceptance of the registration form by the Conference Technical Organizer, subject to the receipt of applicable fees, shall be confirmed online. By sending the confirmation, the Conference Technical Organizer concludes an agreement with the Conference participant.

- By registering the participation, the Participant accepts these Regulations.

- The cost of travel and accommodation shall be covered by the Conference Participant.

- Conference participants are recommended to insure the movable property brought to the site of the Conference for the duration of the Conference. This applies, in particular, to Conference participants presenting hardware and other exhibits at the exhibition, scientific publishing companies, etc.

§ 4. Conference fee for participation in the Conference.

- The payment should be made accordance to the conference payment deadlines together with submitting participation application forms.

Fees for participation in the Conference (participation in research and teaching and educational sessions):

EUROPTRODE 2021	
Early bird registration with payment until October 28, 2020	
Regular participation	580 €
Student participation	290 €
Accompanying registration	260 €
Regular registration with payment after October 28, 2021 until November 28, 2021	
Regular participation	630 €
Student participation	340 €
Accompanying registration	290 €
Regular registration with payment on site 28 Oct.-1 December, 2021	
Regular participation	690 €
Student participation	390 €
Accompanying registration	350 €

Fee for regular part. & students include:

- Admission to all scientific sessions
- Admission to conference & exhibition area
- Conference Materials
- Welcome Reception on 28.03.2021
- Coffee breaks according to conference program
- Lunch breaks according to conference program
- Conference banquet on 30.03.2021
- WI-FI connection at conference hall & conference lobby

REGISTRATION FEE FOR ACCOMPANYING PERSONS INCLUDES:

- Welcome Reception on 28.03.2021
- Coffee breaks according to conference program
- Lunch breaks according to conference program
- Conference banquet on 30.03.2021
- WI-FI connection at conference hall & conference lobby
- Accompanying person IS NOT AN AUTHOR OF ANY PRESENTATION**

§ 5. Cancellation of participation in the Conference – payment refund.

The Participant may cancel their participation and hotel booking payment in the Conference. The Conference participant's resignation needs to be made in writing to technical organizer, e-mail address: secretariat@europtrode2020.com according to dates given below:

1. If EUROPT(R)ODE2020 secretariat receives your written cancellation before October 28, 2021, the registration fee will be refunded, deducted by an administrative fee of 100 €. There will be no refunds for cancellations received after October 28, 2021.

2. Resignation from participation in the conference IS EFFECTIVELY DONE by logging in to participant's account in the registration system and then using the function CANCEL REGISTRATION. Both participant and conference secretariat receive notification of the participant's cancellation in the conference. The date of this notification applies to the point 1-2-3 in this paragraph.

§ 6. Complaints.

1. Any claims of Conference Participants against the Organizer shall be submitted in writing by registered letter with acknowledgement of receipt, to the correspondence address of the Technical Organizer: MW ScienceMeetings Maciej Wieczorek, address Objazdowa 15D, 05-119 Józefów, POLAND.

2. The complaints of Conference Participants shall be made in writing, not later than within 14 days after the end of the Conference. After the deadline the complaints shall not be considered.

3. Any claims of Conference Participants against the Organizer shall be submitted in writing by registered letter with acknowledgement of receipt, to the correspondence address of the Technical Organizer: MW ScienceMeetings Maciej Wieczorek, address Objazdowa 15D, 05-119 Józefów, POLAND.

4. The complaints of Conference Participants shall be made in writing, not later than within 14 days after the end of the Conference. After the deadline the complaints shall not be considered.

§ 7. Final provisions.

1. If the Conference does not take place for reasons attributable solely to the Programme and/or Technical Organizer, the Technical Organizer shall immediately reimburse the fees paid by the Participants to the indicated bank accounts or debit/credit cards.

2. If the Conference does not take place for reasons beyond the

control of the Conference Programme Organizer and Conference Technical Organizer, due to the so-called „force majeure” (e.g. flood, hurricane, snowstorm, etc.), the Participant shall not be entitled to a reimbursement of any fees associated with participation in the Conference.

3. The organizers shall not be responsible for the items left or lost by the Participants at the location of the Conference.

4. Sending your data is tantamount to consenting to the processing of these data on the basis of art. 6 par. 1 lit. a) Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of individuals with regard to the processing of personal data and on the free movement of such data and the repeal of Directive 95/46 / EC (RODO), the purpose of contacting and responding to the inquiry submitted using the registration system referred § 1 pont. 3. Providing the data is voluntary, but it is necessary to register the participant for the conference. Your personal data will be stored until you withdraw your consent to the processing of your personal data. You have the right to access your data and the right to demand their rectification, removal or restriction of their processing. (Text with EEA relevance) for the purpose of concluding a Conference Participation Agreement, implementation of services related to participation in the Conference, possible complaint procedure, as well as direct marketing of Conference Technical Organizer and Conference Programme Organizer.

5. In matters not covered by the Regulations the provisions of Polish law shall apply, in particular the Civil Code.

6. Any disputes that may arise between the Conference participant and Conference Programme Organizer and/or Conference Technical Organizer shall be settled by the court competent for the seat of a given address of the Technical Organizer.

7. These Regulations shall enter into force on the day of their posting on the website <http://europtrode2020.eu/>

8. The Organizer has the right to change the Regulations. The changes shall be published at <http://europtrode2020.eu/>

