



TERMS AND CONDITIONS FOR INDIVIDUALS ATTENDING THE IDF DIABETES COMPLICATIONS CONGRESS 2020 LISBON

Definitions

These terms & conditions are valid for every person individually registered to attend the IDF Diabetes Complications Congress 2020, to be held in Lisbon, Portugal, 3 to 5 December 2020.

All references to the age of a person, mentioned in this and other congress documents, refer to the age of that person as 3 December 2020 (the first day of the congress), unless otherwise specified. All references to a date or a deadline, mentioned in this and other congress documents, refer to the Coordinated Universal Time (UTC).

IDF Congress 2020 Individual registration rate structure (all quoted in EURO)			
Category	Early Rate	Standard Rate	Onsite rate
	until 21 August 2020	22 August – 27 November 2020	3-5 December 2020
Regular Rate	300 Euro	400 Euro	450 Euro
HP reduced rate ²	200 Euro	300 Euro	350 Euro
LIE/Student ³	75 Euro	90 Euro	100 Euro

(2) This reduced rate is available for healthcare professionals other than medical doctors.

Applicants for this rate must provide a copy of their ID/passport (for young doctors) and professional ID for healthcare professionals.

(3) This reduced rate is available for participants who are students at the time of the congress. This rate is not applicable to persons holding a post-doctorate degree. Applicants for the student rate must provide their valid student ID.

(3) This reduced rate is available for participants who are citizens AND residents of a low-income country as per World Bank classification.

Pre-registration

Only fully completed online registration forms will be accepted. The registration is only valid upon receipt of full payment. If the full payment has not been received by the corresponding deadline (early or standard rate), the subsequent rate will automatically apply. If the full payment has not been received by 27 November the registration will be cancelled.

To be able to register, individuals must be at least 18 years old. Participants may be asked to present an official identity card stating their date of birth (e.g. passport, driving license etc.).

To be able to register as a student, a valid Student ID is required. Student identification must be kept available during all times during the congress.



The registration fee includes entry to all congress sessions, the exhibition and poster area, the opening, a daily lunch box and a congress bag containing congress material.

All congress materials will be distributed on site.

Registration confirmation/receipt

A registration confirmation/receipt will be sent by email after the IDF Congress Secretariat has received the fully completed online registration form, the related payment and any necessary documentation. Participants may be requested to present this registration confirmation/receipt at the registration counter as proof of their registration and payment.

Methods of payment

Payment should preferably be made by credit card (Eurocard/Mastercard, VISA or American Express). The card owner's name, the expiry date and the security code need to be indicated.

Personal cheques, company cheques or Euro cheques are not accepted.

Payment can also be made by direct bank transfer without charges to the beneficiary.

Beneficiary name: IDF
Account name: IDF Congress
Account number / IBAN: BE67 6451 4103 3587
Swift code / Routing: BIC JVBABE 22
Bank name: Bank: J. Van Breda & Co
Bank address: Ledeganckkaai 7, 2000 Antwerp, Belgium

The name and address of the participant must be clearly stated on the bank transfer.

On-site registration

On-site registration is open on Thursday 3 and Friday 4 December 2020 from 07.00 to 17.00 and on Saturday 5 December 2020 from 08.00 to 13.00.

On-site registration is at the on-site rate. Payment for on-site registration has to be made by credit card (Eurocard/Mastercard, VISA or American Express) or in cash (EURO).

Registration name change

All name changes must be done in writing (email), no name changes will be accepted by telephone.

Name change for a confirmed registration will be subject to an administrative fee of 20 EUR per participant. A new registration form for the substitute participant should NOT be submitted.

Cancellation policy

Notification of cancellation must be made in writing and sent to the IDF Congress Secretariat by email or fax. The notification must include all relevant information of the bank account to which a possible refund may be made.



A cancellation fee of 20 Euro applies. Please note that, if you cancel after 27 November 2020, no refund will be possible.

The cancellation will not be effective until a written acknowledgement from the IDF Congress Secretariat is received.

In the case of overpayment or double payment, refund requests must be made in writing and sent to the IDF Congress Secretariat by email, no later than 31 December 2020. An administrative fee of EUR 20 will be charged.

Refunds will be made in the same form as the original transaction. For original payments made by bank transfer, the cancellation notification or refund request must include all relevant information of the bank account to which a possible refund may be made.

Credit will not be given for unattended events or early termination of attendance.

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 organisers (force majeure) or due to events which are not attributable to wrongful intent or gross negligence of the congress organisers, the congress organisers cannot be held liable by participants 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 organisers reserve the right to either retain the entire registration fee and to use it for a future congress, or to reimburse the participant after deducting costs already incurred for the organisation of the congress and which could not be recovered from third parties.

Modification of the programme

The congress organisers reserve the right to modify the programme, which is published as an indication only.

Lost name badge

The congress name badge must be worn at all times during the congress. Access to the congress exhibition and sessions will not be granted without a proper name badge. If a participant loses, misplaces or forgets the name badge, an administrative fee of EUR 20 will be charged for a new name badge. Upon handing out a new name badge, the lost badge will be deactivated and becomes invalid.

Letter of invitation

Individuals requiring an official letter of invitation from the congress organisers can download the letter from their congress profile once full registration payment has been received by IDF.



The letter of invitation does not financially obligate the congress organisers in any way. All expenses incurred in relation to the congress are the sole responsibility of the individual participant.

Data protection and sharing of contact details

The IDF Congress Secretariat will collect and store all personal data for the preparation and execution of the IDF Congress 2020 only. Data protection is warranted in accordance with the General Data Protection Regulation (GDPR) on data protection and privacy for all individuals within the European Union.

Liability and Damage

The congress organisers cannot be held responsible for any personal injury, loss, damage or accident to private property, or for additional expenses incurred as a result of delays or changes in air, rail, road or other services, strikes, sickness, weather and other causes.

The participant shall be responsible for any damage or loss caused by the act, default or negligence of the participant or his/her guest and shall pay on demand the amount required to make good or remedy any such damage.

The participant must ensure he/she or members of his/her party and anyone visiting them at the congress behave in such a way that they do not cause a nuisance or unreasonable disruption to the congress, other participants, the congress organisers or any other visitor of the congress venue.

The congress organiser does not accept liability for, and the participant is to indemnify the congress organiser against, any claims arising from:

- i. Failure to provide any of the services contracted, and the congress organisers reserve the right to alter or cancel any booking due to circumstances beyond its control, including but not limited to industrial action, postal communications, flooding, storm, supply of gas, electricity and water, fire alarm evacuation, or any act of god. In such a case, the congress organiser will use all commercially reasonable efforts to offer alternative services.
- ii. Accident, injury or damage to the participant, their guest's contractors and agents, or their respective property due to their own actions, neglect or actions of others.

The participant should make sure that they are fully insured against all losses or liabilities referred to in this clause. The congress organiser reserves the right to refuse to accept any booking if the participant cannot provide proof that he/she has sufficient insurance to cover his/her liability under this clause.

Fulfilment and jurisdiction

This contract is subject to Belgian law. The terms of this contract shall be fulfilled in Lisbon, Portugal but, in the event of any legal claims arising from either party, Brussels in Belgium shall be the sole court of jurisdiction.