

Regulations of participation in the 7th European Conference on Structural Control (EACS 2020)

§1. General provisions

1. The terms used in the Regulations should be understood as follows:

- a) Conference – 7th European Conference on Structural Control (EACS 2020), scheduled to take place July 12-15, 2020 in Warsaw, Poland;
- b) Organizer – Institute of Fundamental Technological Research, Polish Academy of Science, ul. Pawińskiego 5b, 02-106 Warsaw, e-mail: eacs2020@ippt.pan.pl;
- c) Registration system (referred to as: "System") – an internet application operated through the eacs2020.ippt.pan.pl website that enables the processing of Participant registration for the Conference;
- d) User – any person using the System in order to register for the Conference;
- e) Participant – natural persons who are at least 18 years of age and have full legal capacity, legal persons and organizational units without legal personality, but that can acquire rights and incur obligations on their own behalf, who have correctly registered for the Conference and made payment for participating in the Conference until June 30, 2020;
- f) Conclusion of a participation agreement – the moment when the Organizer confirms that the participation application has been accepted by sending an e-mail to the Participant's e-mail address;
- g) Registration of participation – correct registration for the Conference via the System and payment of the fee for participation in the Conference by June 30, 2020.

2. Additional information:

- a) The scope of operation of the System involves retaining a database of Participant registrations and enabling the Organizer to process these registrations;
- b) The technical requirements to use the System are not different from the usual requirements necessary when using the Internet. The User must have a computer with Internet access and a respective software that allows the Internet to be browsed;
- c) The Regulations constitute an inherent part of the Registration of participation and apply to all Participants.

§2. Registration of participation in the Conference

- 1. Registration of participation in the Conference shall last from November 14, 2019 until June 30, 2020 or until all places are filled, but no longer than June 30, 2020.
- 2. Registration of participation is carried out only via the official Conference registration and submission system available at <https://eacs2020.ippt.pan.pl>.
- 3. In order to register correctly in the System, the User is obliged to complete properly all fields in the registration form.
- 4. The User guarantees that all data provided during registration are correct. The Organizer is not responsible for the consequences of providing incorrect data in the registration form. The Participant is obliged to keep the registration details up to date.
- 5. In order to complete the registration, the User must submit a declaration the terms and conditions contained in these Regulations have been read and understood.

6. The Registration will be confirmed by an e-mail automatically generated by the system (“Confirmation of registration”) and sent to the e-mail address stated by the User.

7. The User registering for the Conference undertakes to pay the registration fee referred to in § 3 point 1.

8. Registration is considered to be complete when the following conditions are met: the registration form is filled in and the conference fee payment is credited to organizer’s account. Registration will be confirmed by an e-mail sent to the Participant’s address.

§3. Conference fee, payment, invoice

1. The registration fee depends on the type of participation and the day of payment as follows

	Early bird (by Apr 30, 2020)	Full fee (by Jun 30, 2020)
Delegate	470 €	570 €
PhD student	350 €	400 €
Accompanying person	150 €	200 €

2. Payments should be made to the following Organizer’s bank account number:

Bank:	Bank Gospodarstwa Krajowego
Account number:	PL 48 1130 1017 0020 1470 7320 0133
SWIFT Code:	GOSKPLPW
Payment title:	EACS + Participant(s) name(s), conference fee

3. Payment should be made by traditional bank transfer.

4. The invoice will be issued at the Participant's request by the 15th day of the month following the month in which the payment took place.

§4. Cancellation Policy

1. The Participant may cancel his/her participation without giving any reasons for the cancellation. The cancellation of the participation must be sent by e-mail to eacs2020@ippt.pan.pl. In case of cancellation received by the Organizer prior to 15 May 2020, the Participant shall receive the refund of the 50% of the conference fee. If the cancellation is received by the Organizer after 15 May 2020, the Participant shall not be entitled to a refund of any part of the conference fee.

2. The conference fee is refunded directly to the bank account from which the conference fee was paid or to the account stated by the Participant in the statement of cancellation within 28 business days from the date of receipt of the cancellation or without undue delay.

3. In case of absence, the Participant shall not be entitled to a refund of any part of the conference fee. Conference materials will not be provided by the Organizer to the Participant in any form.

§5. Force majeure. Cancellation, changing the place and date of the Conference

1. Force majeure is understood as a sudden external event, independent of the Organizer, impossible to predict and prevent, which makes fulfillment of the commitment impossible in whole or in the declared by the

Organizer form and scope. Examples of such events are in particular: wars, natural disasters, strikes, epidemics and pandemics, states of emergency or martial law, acts of state authorities such as national mourning.

2. In case such an independent of the Organizer event happen, caused by force majeure, the Organizer can cancel the Conference or change its dates and place. The Organizer is not responsible for the lost of profit by the Participant and does not reimburse the costs incurred by the Participant due to the changes. In case the Conference is cancelled due to force majeure without changing the date or place of the Conference, the Organizer is obliged to refund the conference fees within 28 business days from the date the Participant is informed about the cancellation or without undue delay.

3. In the case the Conference is cancelled for reasons attributable to the Organizer, the entire conference fee shall be refunded to the Participant within 28 business days from the date the Participant is informed about the cancellation or without undue delay.

4. In the case the place or date of the Conference is changed for reasons attributable to the Organizer, the Participant can decide to withdraw from participation in the Conference and the entire conference fee will be refunded. The Organizer shall be informed about the Participant withdrawal within 30 days from the date the information referred to in point 6 is distributed. The conference fee shall be refunded to the Participant within 28 business days from the date the Participant information about the withdrawal is received or without undue delay.

5. The Organizer refunds the conference fee to the bank account from which the transfer was made or to the account stated by the Participant.

6. The Organizer will inform the Participants about the occurrence of the cases referred to in points 2, 3 or 4 by posting the relevant information on the Conference website and in addition by e-mail, provided the Participant Registration data contained a correct e-mail address.

§6. Final provisions

1. The number of places is limited. The Organizer reserves the right to refuse an application due to the lack of places.

2. The Organizer reserves the right to change the speakers and/or the program of the Conference at any time, without giving reasons.

3. The Organizer reserves the right to use the e-mail address provided during registration for the Conference to inform the Participant about any changes to the program and / or other important developments related to the conference.

4. Complaints should be filed by writing an e-mail to eacs2020@ippt.pan.pl. In order to facilitate the complaint handling process, the Organizer asks to include in the complaint: data that identifies the Participant, the date of the complaint event, reasons for the complaint, and the way the complaint should be resolved as expected by the Participant. The Organizer shall review the complaint and respond by e-mail within 30 days from the date of the complaint submission.

5. Contact with the Organizer is possible at the following address: IPPT PAN, ul. Pawińskiego 5B, 02 - 106 Warsaw, Poland and by e-mail at: eacs2020@ippt.pan.pl

6. The Participants are financially liable for any damages at the premises of the conference venue and at any other places related to the Conference.

7. The Participant accepts that if the Organizer determines that the Participant breaches the provisions of these Regulations, the Organizer is entitled to deny the Participant the participation in the Conference and to demand the Participant to leave the Conference venue.

8. Making a registration as a Participant is tantamount to the acceptance of the Regulations.

9. Any disputes that may arise in connection with the participation in the Conference shall be settled by the court having territorial jurisdiction for the Organizer seat.