

## **EUROPEAN VENOUS FORUM LIMITED**

### **Registration Terms and Conditions**

#### **Registration**

Registration to the hybrid event is not confirmed until full payment has been received. If payment is made by bank transfer, any fees incurred are the responsibility of the payee. You will receive a confirmation email and joining instructions. If you do not receive the confirmation email, please check your spam folder. If you do not receive the email within 24 hours, please contact the EVF Office.

By submitting your registration to attend the event you agree to be bound by these terms. If you do not agree to be bound by these terms EVF will be unable to accept your registration.

Each participant agrees that the latest requirements for in person attendance will be as set out on EVF's website at [<https://europeanvenousforum.org/index.php/covid-guidelines/>] including any requirements in respect of mask wearing and proof of double vaccination to be provided upon registration and also carried throughout the event.

#### **CME credits**

CME credits are awarded for attendance of the live presentations during the 3 days of the conference and for attendance of the recorded presentations viewed within three months of the event.

#### **Fees and Tickets**

The registration fee allows access to the virtual platform including live presentations and discussions, exhibition area, networking rooms and all other activities within the programme as well as to the physical conference. Access is available for all registered delegates for a period of 6 months after the event. Access is fully secured and only available to registered attendees with password protected access.

#### **Data Protection**

The terms "personal data" and "processing" shall have the meaning ascribed to them under the Data Protection Laws.

EVF shall comply with all applicable requirements of the Data Protection Laws (all applicable data protection and privacy legislation in force from time to time which apply to a party relating to the use of Personal Data including, without limitation, the UK GDPR; the Data Protection Act 2018 (and regulations made thereunder); and the Privacy and Electronic Communications Regulations 2003 (SI 2003/2426) as amended) and process any personal data which it obtains or holds in relation to a participant under or in relation to these terms only for the purposes of carrying out its obligations under these terms.

EVF will use your personal data for the purpose of providing services in relation to the event, including, but not limited to event registration, communications, event access, administration (including before, after and during the event), invoicing and payment, delegate lists, post-event feedback and participant verification.

By registering for the event, you agree that EVF may process your personal data and may communicate with you regarding the event using the email address given at registration or recorded in your personal profile. The personal data you provide will be used to manage your participation at the European Venous Forum 2022 Hybrid meeting. This includes the registration platform, access to the presentations, exhibition area and networking areas. The data will also be used by EVF and the supplier of the virtual event platform (Womlab srl) acting on behalf of EVF, in order to run the event and for analysing visitor traffic (visitor traffic is anonymised) to enable EVF to improve future meetings.

Individual delegates access to meeting rooms will be monitored to provide certificate of attendance with number of CME credits (1 CME credit per 1 hour of attendance for the live presentations and the recorded presentations viewed up to three months after the event).

Registered delegates will have access to their profile area to upload their photo and personal data. *Delegates Name, Country and Place of work* will be accessible to other delegates and exhibitors via the Attendee List. Delegates will have the opportunity to opt-out if they do not wish their details to be included. If you provide and share a photo in your delegate profile, this will be retained in the system for a period of 2 years and then destroyed. All data is securely protected.

If you choose to visit the Exhibition Area/Exhibitor booth, your name will be shared with the exhibitors. You can provide your email address so that exhibitors can contact you and send you information on products and/or services. If you are in doubt about how your data will be used, please check with the exhibitor. You can withdraw consent at any time by accessing your personal profile page.

You will be able to submit your questions which will be answered during the Q&A session of the event. All delegates will be able to participate.

For more information on how we collect and process your personal data please visit EVF Privacy Policy (<https://europeanvenousforum.org/index.php/privacy-policy/>).

### **Technical support in respect of the digital part of the hybrid event**

EVF and Womlab srl will ensure that all systems are fully supported and online during the programme dates and times. It is the responsibility of the attendee to ensure they have suitable internet connection and use the optimum web-browser to connect.

EVF is not liable for any loss for failure to access the conference website, or as a result of any breakdowns, software errors, incomplete or inaccurate transfer of information or viruses.

EVF is not responsible for the reliability or continued availability or speed or quality of the internet lines and/or equipment that you use. Similarly, EVF is not responsible for any delay, disruption or disturbance in the operation of the internet or problems caused by your internet provider or for any telecommunications failure which are beyond our control.

EVF does not warrant that your access to the virtual platform will be uninterrupted or error-free or that the software will be free from viruses or vulnerabilities.

### **Cancellation and changes to the format and location of the event**

Notification of cancellation must be sent in writing to the office. Refund of fees, less £100 administration charges may be applied until 20 May 2022. After this date, no refunds can be made. Refunds will be processed after the event. Refunds will be returned via the same payment method used. Refunds will not be given for no-shows at the event.

In the event that a participant tests positive prior to attending the in-person event or during the meeting participant will be allowed to switch its booking from in-person to virtual. EVF shall refund the difference in cost between in-person and virtual ticket.

Where this applies, the participant shall comply with any isolation requirements in force at that point in time in accordance with national rules and guidelines in force. EVF shall not be liable for any other costs incurred by you whether connected with travel costs or otherwise connected to the in-person attendance of the conference.

EVF reserves the right to make changes to the programme and the platform facilities without prior notice. EVF and Womlab srl are not liable for any loss or inconvenience caused as a result of alterations or cancellations.

‘Force Majeure Event’ means circumstances which are beyond our reasonable control and which are reasonably likely to affect the successful delivery of the event or would make it inadvisable, impracticable, illegal, or impossible for us to host the in-person part of the hybrid event. Those circumstances include without limitations:

- (a) acts of God, flood, drought, earthquake or other natural disaster;
- (b) epidemic or pandemic;
- (c) acts, omissions or delays in acting by any governmental authority;
- (d) terrorist attack, civil war, civil commotion or riots, war, acts of war;
- (e) threat of preparation for war, armed conflict, imposition of sanctions, embargo, breaking of diplomatic relations, insurrections, riots or civil commotions;
- (f) nuclear, chemical or biological contamination;
- (g) any law or any action taken by a government or public authority, including imposing an export or import restriction, quota or prohibition, or failing to grant a necessary licence or consent;
- (h) collapse of buildings, fire, explosion or accident;
- (i) any labour or trade dispute, strikes, industrial action or lockouts;
- (j) interruption or failure of utility service, including a general breakdown of the internet or technologies supporting the Platform;
- (k) non-performance by EVF’s subcontractors.

EVF reserves the right to change the date or cancel the digital element of the hybrid event at any time and for any reason without notice. Where circumstances force EVF to cancel the event, EVF shall offer you the option of attending any rearranged event that EVF chooses to organise.

If you do not wish to accept this offer, then you will (as your sole remedy) be entitled to receive refund in respect of your fees received by EVF.

Where the in-person part of the hybrid event is cancelled due to a Force Majeure Event and the format of the event changes to a purely virtual event you shall be entitled to attend the online event at no additional cost but EVF shall refund the difference in cost between the in-person and online event. EVF shall not be liable for any other costs incurred by you whether connected with travel costs or otherwise connected to the in-person attendance of the conference.

However, where the event is postponed for reasons due to a Force Majeure Event, any of your fees received by EVF shall be applied to any rearranged or rescheduled event and these terms shall apply to any such transferred booking. If the event is terminated for reasons due to a Force Majeure Event, EVF shall refund any part of the fees received which EVF has not spent in relation to the event.

To the fullest extent permitted by the applicable law, EVF shall not be liable to you for any loss, delay, damage or other liability incurred resulting from or arising in connection with the cancellation or date change of the event howsoever arising.