

CONFERENCE REGISTRATION - TERMS AND CONDITIONS

1. REGISTRATION AND PAYMENT

Submission of an online registration is regarded as a firm booking and acceptance of these terms and conditions, however the booking will not be confirmed until full payment has been received. Payment in full must be received at time of registration and no later than 1 week before the date that the conference begins. In the event that full payment is not received by then, the delegate will be refused entry to the conference. We accept payment by PayPal and bank transfer, please note that all transfer charges must be met by the sender.

2. PRIVACY

Personal information provided by delegates at the time of booking will be held by Biotexcel in connection with the registrations and for logistical purposes. By registering for this conference, delegates agree that the conference organisers may use their personal information to contact them by email, direct mail, telephone or fax, in order to supply information relevant to this conference.

At the time of registration, we will ask you if you would like to hear about our future conferences, workshop & courses. If you agree to this, we will send you an occasional update but you'll only get emails if you live in the geographical area where an event is taking place.

At the time of registration, we will also ask you if you are happy for us to pass your details onto the sponsors of the specific event you are attending so they can contact you one time only.

We will treat your data with extreme care and you can change your mind at any time by simply unsubscribing or replying to any of our emails.

You may wish to view our [Privacy Policy](#) which complies with the new **EU General Data Protection Regulation (GDPR)** in place as of 25th May 2018.

3. CANCELLATION

3.1. Any delegate wishing to cancel their booking must notify Biotexcel in writing. Cancellation charges will apply as follows:

- Up to 10 weeks before the event starts: 20% of the delegate fee plus any bank transfer fee incurred by Biotexcel
- Up to 4 weeks before the event starts: 50% of the delegate fee plus any bank transfer fee incurred by Biotexcel
- Less than 4 weeks before the event starts: 100% of the delegate fee
- Non-arrivals are liable for 100% of the delegate fee

3.2. In the unlikely event of the programme being cancelled by the organiser, a full refund will be made. Liability will be limited to the amount of the fee paid by the delegate and there will not be any additional liability to Biotexcel, event hosts or any other individual associated with the event organization.

3.3. In the event that the conference cannot be held or is postponed due to events beyond the control of the conference organisers (force majeure) or due to events which are not attributable to wrongful intent or gross negligence of the conference organisers, liability will be limited to the amount of the fee paid by the delegate and there will not be any additional liability to Biotexcel, event hosts or any other individual associated with the event organization. Under these circumstances, the conference organisers reserve the right to refund the fees paid minus a 25% admin fee plus any bank transfer fee incurred.

4. SUBSTITUTIONS

Substitutions may be made at any time. If you wish to substitute a delegate, you must notify Biotexcel in writing at the earliest opportunity and at least 24 hours before the event begins.

5. CHANGES AND POSTPONMENT

Biotexcel reserves the right to make alterations to the conference programme, venue and timings at any time. In the event of it being found necessary, for whatever reason, that the conference is being postponed or the dates being changed, the organisers shall not be liable for any expenditure, damage or loss incurred by the delegate. If by re-arrangement or postponement the event can take place, the booking between the delegate and the organisers shall remain in force and will be subject to the cancellation schedule above.

6. LIABILITY

Views expressed by speakers, sponsors and/or exhibitors are their own. Biotexcel cannot accept liability for any advice given, or views expressed, by any speaker, sponsor and/or exhibitor at the conference or in any material provided to delegates. In addition, Biotexcel shall not be responsible or liable for any direct or indirect loss or damage of any sort incurred as the result of the services or information provided in connection with the event

7. INSURANCE

It is the responsibility of the delegate to arrange appropriate insurance cover in connection with their attendance at the conference. Biotexcel cannot be held liable for any loss, liability or damage to personal property.

8. PHOTOS & FILMING

For promotional purposes, photos and video recordings will be taken during the conference. Delegates who do not wish to be filmed or recorded should advise the organisers in writing prior to the event.

9. WEBSITE & LINKS

The conference and associated Biotexcel websites may link to other websites and networking tools provided for the convenience of the users. The contents of these websites are maintained by their owners, for which Biotexcel takes no responsibility. Neither can responsibility be taken for contents of any website linking to this website.

10. VISA REQUIREMENT

It is the sole responsibility of the attendee to take care of his/her visa requirements. Attendees who require an entry visa must allow sufficient time for the application procedure. Attendees should contact the nearest embassy or consulate to determine the appropriate timing of their visa applications.

11. GENERAL

We reserve the right at all time to change, amend, add or remove any of the above terms without prior notice. If one or more of the conditions outlined in these Terms & Conditions should be or become invalid, the remaining conditions will continue to be valid and apply. These Terms & Conditions apply to all participants of this event, including speakers, sponsors and exhibitors.