



**ESOF2022 LEIDEN** 13-16  
EUROSCIENCE OPEN FORUM JULY

## ESOF2022: Terms and Conditions

These terms and conditions for delegates are valid for every person registered as a delegate, student/post doc to ESOF2022, to be held from 13-16 July 2022, Leiden, The Netherlands (onsite & online).

### Conference registration

Only fully completed registration forms will be accepted. The registration will only be confirmed upon receipt of payment in full.

- EuroScience members need to be able to provide their email address which they used to register as EuroScience member to receive the discounted rate.
- To be able to register as a student/post-doc, individuals must be under 35 years of age, and present proof of fulltime enrolment at a recognized university or college at both the time of registration and during the conference.

### Media

Media representatives (science journalists) are very welcome to attend ESOF2022. Media representatives need to register before the conference via a media accreditation process. Only after your registration is approved by our press team you will receive full access to ESOF2022 (free of charge). Access for this category is therefore not guaranteed. Only accredited press will have access to ESOF2022.

- Individuals who would like to request media access must upload a copy of their current press badge during registration.

### Conference embargo policy

All ESOF2022 session proposals and posters are released to delegates and media under a strict embargo policy. Delegates, presenters and media may not share data from session proposals and posters in any form (print, broadcast or online publication, news release or conference presentation) before its official release at ESOF2022.

All conference participants, presenters, and media commit to follow this policy when they apply for conference registration.

### Registration confirmation

A registration confirmation will be sent via email once the conference secretariat has received the fully completed registration, the related payment (if applicable) and any required supporting documents (with exception of media registration).

### Methods of payment

Payments need to be paid in full and only in EUR. Bank transfers or online payments are the only accepted forms of payment. All bank fees or credit card fees must be paid by the transmitter.



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### **Letter of invitation**

Letters of invitations required for VISA applications can be requested by sending an email to the conference secretariat. A letter will only be sent to those who have registered and paid their registration fee. Failure to acquire a VISA in time to travel is unfortunately not a valid reason for a refund of your registration fee.

### **Cancellation policy and changes**

Please note that notification of cancellation of registration must be sent by email to [esof@congressbydesign.com](mailto:esof@congressbydesign.com). For cancellations received **up to and including 13 June 2022**, a cancellation fee of 25% will be charged. For cancellations received after 13 June 2022 no refund will be given, full amount required.

- For those who have registered for the onsite ESOF2022 congress and would like to change their participation from onsite to online only, can do so up to and including 13 June 2022 and receive a refund for the difference in the registration fee. Unfortunately, no refund can be granted to those who change their registration this way after 13 June 2022 (name change remains possible)
- If the onsite (in-person) ESOF2022 Congress is cancelled by the organisation in case of force majeure, the participant will be offered an online registration and will receive a reimbursement of the difference between the online and onsite registration fee. No travel and accommodation will be reimbursed.
- No refunds for cancellations of online participations.
- Name changes are possible. Name changes are not accepted, unless the participant is from the same company. A handling fee of EUR 40 per registration will be charged for every modification received after 13 June 2022. All refunds will be processed after the Congress.

### **Payment methods**

- We accept payments by credit card (Visa and Mastercard), bank transfer and iDEAL (Dutch participants). Any additional fees (e.g. bank charges) are at own expense.

### **Cancellation of the conference**

In the event that the conference cannot be held or is postponed due to circumstances beyond the control of the ESOF2022 organizers and the conference organizers (force majeure) neither the ESOF2022 nor the conference organizers can be held liable by delegates or sponsors for any damages, financial or other losses incurred, etc.

Under these circumstances, ESOF2022 reserves the right to retain the entire registration fee to use for a future conference or to reimburse the delegate after deducting costs that have already incurred for the organization of the conference which could not be covered by third parties.

### **Modification of the programme**

The ESOF2022 and the conference organizers reserve the right to modify the programme, which is published as indication.



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### **Data protection and sharing of contact details with third parties (Privacy policy)**

Personal data will be collected, processed, and stored by Congress by design (the “Processor”), on behalf of the ESOF2022 organizers, in its capacity as data controller, and shared with the ESOF2022 organizers. Congress by design will share registrant names with 3rd parties for the purpose of organising the Congress only.

Delegates’ personal data will be retained securely and under the applicable law, you may, at any time, request access to your personal data, as well as its rectification, erasure or limited processing, portability of your data, or oppose to the processing by written request addressed to the Data Controller through the e-mail address [esof@congressbydesign.com](mailto:esof@congressbydesign.com).

Congress by design does not give your personal information to anyone else unless one of the following applies:

- You would reasonably expect that your information will be passed on to the recipient as part of the provision of products or services to you ancillary to your registration for this conference;
- You have consented:
- It is required or authorized by law;
- It will prevent or lessen a serious and imminent threat to somebody’s life or health;
- It is reasonably necessary for the enforcement of the criminal law or of a law imposing a pecuniary penalty, or for the protection of public revenue.

### **Extra Covid-19 clause**

We recognise that for travellers from countries not connected to the EU DCC (Digital Covid Certificate) the entry requirements to and from The Netherlands can be subject to change. For those delegates we offer an extended cancellation policy, this means that in addition to the existing terms and conditions for registration the following refund options are applicable:

- Delegates that have registered and paid for the onsite (in-person) ESOF2022 can either request to participate online only and receive refund of the registration fee difference or cancel their registration with a full or partial refund (see below) if either of the following applies:
  - The entry rules related to the COVID-19 pandemic, for The Netherlands are such that the participant is not allowed to enter The Netherlands OR the participant is required to (self) quarantine in The Netherlands upon arrival;
  - The (re-)entry rules related to the COVID-19 pandemic, for the participant’s country of residence are such that the participant is not allowed to return to its country of residence or required to (self) quarantine upon arrival\*\*.

If any of the above is the case and the Participant decides to cancel the registration completely it must be done in writing. If the cancellation is received:

Latest on 13 June, 2022 participant will receive a full refund;

Latest on 30 June, 2022 participant will receive a refund in the amount of 75% of the amount paid.

\*\* Delegate may be asked to provide information showing this.

For more information, please refer to the Dutch government website [here](#).

### **Photo and video consent**

Since the events during ESOF2022 will be filmed and photographed, you hereby agree that, by attending the conference, your image and/or voice may be recorded and published or broadcasted through different media.



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**Liability**

The ESOF2022 conference organisers shall be held liable in the framework of a duty of care as a respectable business according to statutory provisions. The liability of the ESOF2022 conference organisers - for whatever legal reason - shall be limited to intent and gross negligence. The liability of commissioned service providers shall remain unaffected by this. The delegate shall take part in the conference at his/her own risk. Oral agreements shall not be binding if these have not been confirmed in writing by the ESOF2022 conference organizers.

ESOF2022 is the flagship event of EuroScience. Click [here](#) for further information on the EuroScience copyright, disclaimer, and privacy policies.