



GENERAL TERMS AND CONDITIONS

Definitions

K.I.T. Group APAC Pte. Ltd. is the Professional Conference Organiser (PCO) appointed for the 15th Asia-Pacific Conference on Combustion (ASPACC 2025), to be held 18th - 22nd May, 2025 in Singapore. The Conference organiser leads the Conference Secretariat and is responsible for registration services, hotel accommodation, speaker management, sponsorship opportunities, exhibition management and social events and is hereafter referred to as K.I.T. Group.

K.I.T Group is the administrative organiser of the Conference and the Conference Secretariat (staff and technical infrastructure) is provided by K.I.T. Group.

General Terms and Conditions for Registration

These General Terms and Conditions are valid for each delegate registered for the 9th International Conference on the 15th Asia-Pacific Conference on Combustion (ASPACC 2025), to be held 18th - 22nd May, 2025 in Singapore in Singapore (hereinafter referred to as the "Conference"). Any registered person, delegate, student, speaker or exhibitor is considered an delegate.

Conference Registration

The registration deadlines are as follows:

Early Bird Rate deadline:	10 February 2025, 23:59 SGT
Standard Rate deadline:	14 May 2025, 23:59 SGT
On-site Rate Registration:	from 15 May 2025, 00:00 SGT

Only fully completed registration forms will be accepted. The registration fee is based on the date of the receipt of the registration form or completed online registration as well as the payment in full in accordance with the deadlines mentioned above.

The online registration can be completed by clicking the button "submit" which can be found at the end of the form.

Should one deadline be missed, the next applicable fee will be charged automatically. The registration will only be confirmed upon receipt of payment in full.

If the maximum delegate capacity is reached, the organisers reserve the right to refuse any registration.

Only registered Delegates will be permitted access to the Conference.



To be eligible to register for the Conference, Delegates must be at least 18 years old. Delegates may be asked to present an official identity card stating their age.

Registration Fees

Registration Category	Early Bird Rate Before 10 February 2025, 23:59 SGT	Standard Rate Before 14 May 2025, 23:59 SGT	On-site Rate From 15 May 2025, 00:00 SGT
Delegate	SGD 1,300	SGD 1,500	SGD 1,800
Student*	SGD 700	SGD 900	SGD 1100
Accompanying Person**	SGD 350	SGD 400	SGD 500
Additional Exhibitor Badge***	SGD 350	SGD 400	SGD 500

Additional Booking Items	Early Bird Rate Before 10 February 2025, 23:59 SGT	Standard Rate Before 14 May 2025, 23:59 SGT	On-site Rate From 15 May 2025, 00:00 SGT
Conference Banquet	SGD 220	SGD 240	SGD 260

Additional Booking Items	Student Rate	Regular Rate
Pre-Conference Workshop	SGD 150	SGD 250

Additional Booking Items	Rate
Excursion 1: Guided Ethnic Quarters Bus Tour + Admission for MBS Skypark Observation Deck	SGD 88
Excursion 2: Singapore City Tour + Admission for MBS Skypark Observation Deck	SGD 88

DELEGATE & STUDENT REGISTRATION INCLUDES:

- Admission to all scientific sessions
- Access to the exhibition and poster sessions
- Welcome reception
- Farewell party
- Conference materials
- Coffee breaks

ACCOMPANYING PERSON REGISTRATION INCLUDES:

- Access to the exhibition and poster sessions
- Welcome reception
- Farewell party
- Coffee breaks

EXHIBITOR REGISTRATION INCLUDES:

- Access to the exhibition and poster sessions
- Welcome reception



- Farewell party
- Coffee breaks

*To register as a student, proof of eligibility (copy of student ID or official letter from the university) is required confirming that you are a student at the time of registration and for the duration of the Conference.

**Exhibitor badge can only be purchased by Conference official exhibitor.

All proofs must be uploaded directly during the registration process.

Registration for Media representative is only via invitation or verification.

Registrations for more than ten persons will be handled separately as a group booking. Please contact the ASPACC 2025 Registration Department at aspacc-registration@kit-group.org. Should the pre-paid amount not be used in full during the pre-registration process, the remaining amount can be used for on-site registration. There will be no refund for badges which are paid for, but not used (according to the deadlines mentioned above).

Only fully completed group registration forms as well as fully completed name lists (including the participants full name, individual email and postal address) will be accepted. The ASPACC 2025 Registration Department cannot be held responsible for double bookings of an individual participant or group made by another company or organisation.

Methods of Payment

Payment is required at the time of registration. It should be made in SGD only, using one of the following methods:

1. Online Payment via Stripe payment gateway:
Delegates should complete the relevant section of the online registration form.
2. Bank transfer: Payment is only possible until 2 May, 2025 (2 weeks before the standard deadline) and should be made in SGD to:

Account Name:	K.I.T. Group GmbH Singapore Branch
Account No.:	1009050373
SWIFT-CODE:	DBSSSGSGXXX
Bank Name:	DBS Bank Ltd.
Bank Code:	7171
Bank Address:	12 Marina Boulevard, DBS Asia Central, Marina Bay Financial Centre Tower 3, Singapore 018982
Reference:	Invoice number, Last name, ASPACC 2025

Please note that ALL transfer costs must be prepaid by the transmitter.

Cheques will not be accepted.



Letter of Confirmation/Payment Receipt

A letter of confirmation/payment receipt will be sent by email once the K.I.T. Group Registration Department has received the fully completed registration form and the related payment. Delegates must present this confirmation/payment receipt at the registration counter as proof of their registration and payment.

Letter of Invitation

Individuals requiring an official Letter of Invitation can be applied on ASPACC 2025 Website at <https://hub24.kit-react.de/s/ASPACC2025LOI>.

The Letter of Invitation does not financially obligate the Conference organisers or any of their related partners in any way. All expenses incurred in relation to the Conference are the sole responsibility of the delegate.

Visa Requirements

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

The organisers will not directly contact embassies and consulates on behalf of visa applicants.

In the event that a visa application is unsuccessful, but was applied for in due time, the registration fee, minus a handling fee of 50 SGD can be refunded. To receive the refund, the official proof from the embassy confirming that a visa could not be granted, must be sent to the ASPACC 2025 Registration Department no later than 18 May 2025.

Registration Name Change

A handling fee of 50 SGD will be charged for every name change to an existing Conference registration. A new registration form for the substitute delegate should be submitted, as well as a proof for the reduced fee if applicable. Name changes will only be accepted until the standard registration deadline indicating clearly the new and old name. After the standard registration deadline, all name changes must be carried out on-site.

Lost Name Badge

The name badge must be worn at all times during the Conference. Access to the Conference facilities will not be granted without a proper name badge. If an delegate loses, misplaces or forgets the name badge, a handling fee of 20 SGD will be charged for a new name badge. Upon handing out a new name badge, the lost badge will become invalid.

Registration Cancellation Policy



Notification of cancellation must be made in writing and sent to the K.I.T. Group Registration Department by email. The notification must include all the relevant information regarding the bank account to which a possible refund may be remitted.

In the event that cancellation of the registration is on or before 1 March 2025 (the date of receipt of the cancellation notification is decisive), a processing fee in the amount of 50 SGD of the respective fee will be charged.

In case of cancellation of the registration after 1 March 2025, the entire registration fee will be charged, and no refunds will be issued.

In case of payment by bank transfer, the notification of cancellation must include the bank details for a possible refund of the registration fee. All bank charges will be charged to delegates.

Refund requests will be processed after the Conference only. They must be made in writing and sent to the ASPACC 2025 Registration Department by email no later than 18 May, 2025. No refund request will be processed after this date.

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

Modification of the Conference Programme

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

Cancellation of the Conference, Force Majeure

In the event that the Conference cannot be held or is postponed or the Conference organiser is prevented from carrying out its obligations as it pertains to the Conference as a result of any cause or due to events beyond its control, including but not limited to acts of God, strikes, labour disputes, government requisitions or advisory, restrictions or regulations on travel, hotel or facility availability, commodities or supplies, war or apparent act of war, terrorism, disaster of natural or man-made cause, civil disorder, diseases, epidemic or pandemic, curtailment or restriction on transportation facilities, or any other comparable calamity, casualty or condition (collectively a "Force Majeure") or due to events which are not attributable to wrongful intent or gross negligence of the Conference organisers, the Conference organiser shall have the right to cancel the Conference immediately and/or terminate the affected Conference without any liability and shall be relieved of its obligations to delegate. In addition, if the Conference is terminated due to or as a result of a Force Majeure occurrence, the Conference organisers cannot be held liable by Delegates for any damages, costs, or losses incurred, such as transportation costs, accommodation costs, financial losses, lost profits etc. Under these circumstances, the Conference organisers reserve the right to either retain the entire registration fee and to use it for a future or rescheduled Conference, or to



reimburse the delegate after deducting costs already incurred for the organisation of the Conference and which could not be recovered from third parties.

Processing and Data Protection of Credit Card Details

When you register you will be asked to complete the online form providing your full name, address, email address and telephone number. The above collected information is required to process, book and complete your booking (including the sending of a confirmation email of the booking to you).

Should you choose to make the payment for your bookings with credit card, your credit card details (i.e. credit card type and number, CVC code, expiration date, credit card holder name) will also be collected.

All data will be saved and processed in compliance with the applicable data protection legislation.

Furthermore, security procedures and technical and physical restrictions for accessing and using personal information have been implemented and are in full operation. Only authorized personnel is permitted to access personal information for performing their duties in respect of the requested services.

For further information please read the [privacy policy](#).

Sharing and Data Protection of Contact Details

The processing of all personal data (which includes acquisition, handling, utilization saving of data, changes, transmission, blocking and erasing) is executed by the Conference Secretariat within the applicable guidelines of the effective European General Data Protection Regulation.

The Conference Secretariat will collect and store all data for the preparation and execution of the the 9th International Conference on Metal-Organic Frameworks and Open Framework Compounds (ASPACC 2025). In addition, K.I.T Group and its subsidiaries periodically share contact details of Delegates with third parties (e.g. industry companies) that may use these details to contact Delegates regarding activities at the Conference or other communications which may be of interest. Therefore, data might be passed on to third parties (e.g. industry companies) unless otherwise explicitly indicated by the delegate.

As some Conference exhibitors and/or satellite holders may use the Lead Capture Technology, Delegates can use their name badge like a business card with them to communicate their complete contact details. In this case you decide to whom you provide your data. Please note that offering your badge to be scanned at an exhibition stand and/or at the entrance to a satellite Conference implies your acceptance that the respective company receives your complete contact details from the organisers and may contact you, using the data.



For further information please read the [privacy policy](#).

In case of data protection inquiries please contact the data protection official of K.I.T. Group and its subsidiaries by email singapore@kit-group.org.

Film, Photo and Video Recordings

The ASPACC 2025 will create image, film and audio recordings related during the ASPACC 2025 Conference for educational purpose. This material can be shared and published within public reporting or used in social networks (Facebook, Twitter, Instagram, WeChat) about the event without entitlement to remuneration. The participant explicitly gives their consent to the use of their images captured at the event for publications and communications relating to the event according to the effective law. You can withdraw your consent at any time by contacting the Conference secretariat. For further information please read the [privacy policy](#).

Liability

The Conference organisers shall be held liable in the framework of a duty of care as a respectable businessman according to statutory provisions. The liability of the 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 Conference organisers.

Severability Clause

If there is a determination of these Terms and Conditions to be ineffective or impracticable, then the validity of the Terms and Conditions remaining are not impaired. The parties are obligated to cooperate in order to replace the ineffective or impracticable clause by an effective or feasible clause, which results in the ineffective or impracticable clause being closed.

As of 15 November 2024