

## REGISTRATION FORM | Start-ups and scale-ups

1. Organisation		
Organisation name:		
Address:		
Postal code, city, country:		
Invoice name and/or address (if different from above):		
Invoice details (PO or order number):		
VAT number (in case of intra-community supply):		
2. Contact person		
First name:	Last name:	<input type="checkbox"/> M / <input type="checkbox"/> F
Position:	E-mail:	
Phone number:	Mobile:	
3. Publication		
Organisation name:		
Website:		
Email for BCF Career account: <i>Used as user account to post your jobs, profile, access CV-database etc.</i>		
<b>Logo:</b> <input type="checkbox"/> Use same logo as last edition <input type="checkbox"/> We will send you a new logo (in .eps format)		<b>Type organisation:</b> <input type="checkbox"/> SME <input type="checkbox"/> Multinational <input type="checkbox"/> Recruitment agency <input type="checkbox"/> Educational institute <input type="checkbox"/> Research Institute <input type="checkbox"/> Other
<b>Sector:</b> <input type="checkbox"/> Life Sciences <input type="checkbox"/> Chemistry <input type="checkbox"/> Food <input type="checkbox"/> Pharma	<b>Positions in:</b> <input type="checkbox"/> Netherlands <input type="checkbox"/> Belgium <input type="checkbox"/> Luxembourg <input type="checkbox"/> Other	<b>Positions for:</b> <input type="checkbox"/> BSc <input type="checkbox"/> MSc <input type="checkbox"/> PhD <input type="checkbox"/> Postdoc <input type="checkbox"/> Intern <input type="checkbox"/> Starter <input type="checkbox"/> Young professional <input type="checkbox"/> Professional
5. Order package		
<input type="checkbox"/> Starting-up/scaling-up package	- <b>Company profile</b> published online on the website of BCFcareer.com until the end of 2022. - <b>Company presentation</b> (10 minutes) to a live audience at BCF Career Event on 19 May in Utrecht, including a "Meet-up" after the presentation, where you can meet potential employees in person. - <b>1 spotlight vacancy post</b> , and posting service on BCFcareer.com, also shared via LinkedIn by BCF Career.	<b>€ 1,250</b> <i>excl. 21% VAT</i>
4. Signature		
Undersigned declares to have taken notice of the terms and conditions accompanying this form and has agreed to them.		
Name:	Signature:	
Date:	Place:	

Send this form and logo to [info@bcfcareer.com](mailto:info@bcfcareer.com).

## TERMS & CONDITIONS

### Section 1. Definitions

In this code of practice the following is meant by these terms:

- a. The event: BCF Career Event, which takes place:
  - o in-person on 19 May 2022 in Beatrix building - Jaarbeurs Utrecht, The Netherlands.
- b. The organisation: Hyphen Projects B.V., who is wielding this code of practice.
- c. The participant: the individual or legal person who agrees on participation with the organisation.
- d. Participation costs: all costs that the participant is due to the organisation in connection with his participation in BCF Career Event.

### Section 2. Date, schedule and accommodation/portal provider

- a. The date of the event is determined by the organisation, as well as the schedule for the building up/taking down of the booths and opening and closing hours of the online portal.
- b. The organisation has the right to change the fixed date, schedule and/or accommodation/portal provider of the event or decide to cancel the event, if, according to the organisation, special circumstances justify such a decision.
- c. By the special circumstances in the previous subsection are meant; Covid-19 related measures, market conditions and all other circumstances that, after weighing of interests, can endanger the success of the event according to the organisation.
- d. In case of a change in date, schedule and/or accommodation/portal provider, the agreement of participation will remain in force unabridged. If the organisation decides to cancel the event in accordance with subsection b and if the circumstances prompt the organisation to do so, the organisation will be entitled to keep, *casu quo* receive, a maximum of 20% of the total amount of the participation costs, to cover expenses made for the preparation. The participant is, in all cases, obliged to completely pay all expenses already made at his request, by or through the organisation in connection with his participation.
- e. Under no circumstances can the participant lay claim to any compensation from the organisation for expenses made or loss suffered in connection with a decision as mentioned in subsection b of this section.
- f. If the in-person event(s) can't take place physically due to imposed measures from the Netherlands or Belgian government regarding Covid-19, the event will be reformatted to an online edition.

### Section 3. Registration and lay out

- a. Registration for the event is to take place by means of the appropriate registration form. The organisation will send you a confirmation letter and an invoice after the receipt of your registration.
- b. The organisation has the right to deny requests for participation without reasons given.
- c. Registrations will be treated in order of receipt, if desired by sector.
- d. The organisation has the right to make a change in the (online) exhibition places and/or parallel (online) company presentations already assigned if this happens to be necessary for organisational reasons, without giving the participant the right to lay claim to any compensation for damage of any kind, regardless of the way in which it has arisen.

### Section 4. Payment

- a. Payment of participation costs needs to take place within thirty days from date of invoice, unless the invoice mentions another due date.
- b. If payment of any amount, indebted to the organisation, does not take place within the given time, statutory interest

will be charged, starting from the moment the amount has become claimable. Collecting charges will be paid by the participant, taking in account that extrajudicial collecting charges will be fixed at 15 % of the principal.

- c. If the amount due is not (wholly) credited to the account at the start of the event, the organisation has the right to recall the allocation already granted, after verbal or written notice and notification of default.
- d. In the case participation is given up after being agreed upon and paid for, the participant is not entitled to restitution of participation costs, nor of a part of it.

### Section 5. Cancellation

- a. In all cases, cancellation needs to take place in written notice.
- b. Cancellation in writing, effective on date received by the organisation, will be subject to the following deductions. The organisation will retain deposit or cancellation deductions (expressed as % fee of the participation costs) as outlined below.
  - 5 months before the first day of the event: 25%
  - between 5 to 4 months before the first day of the event: 50%
  - between 4 to 2 months before the first day of the event: 75%
  - between 2 months to the first day of the event: 100%
- c. If the participant can't take part in the event because of special circumstances beyond the participant's risk (one thing and another within the discretion of the organisation), the organisation can undo the agreement of participation at the request of the participant. In this case, the organisation is entitled to invoice or to keep 20% of the total participation costs. The participant also owes all expenses already made at his request by or through the organisation in connection with his participation.
- d. In case the exhibitor has to apply for a letter of licence or file his petition in bankruptcy at any moment after entering into an agreement of participation, the agreement will be undone on the single ground of the taking effect of the above mentioned application, and the participant will remain due the total participation costs, as well as all costs already made at his request by or through the organisation in connection with his participation, without detriment to the right of the organisation to claim costs, damage and interests.

### Section 6. Liability

- a. The organisation can in no sense be held responsible for damage to, or loss of any possessions of the participant, regardless of the event that caused the damage or loss.
- b. The renter of a place at the in-person exhibition takes complete responsibility for the costs of repair of damage, caused by his doing, to furniture or inventory of the accommodation of the event.

The renter of an online place at the exhibition takes complete responsibility for the correct settings of antivirus software in order to be able to run the online portal.
- c. The renter secures the organisation from possible claims from the institution that puts the accommodation/portal provider of the event at the organisation's disposal.

### Section 7. Applicable law and choice of court

- a. Any disputes between parties will solely be settled by the judicial court in the district where Organizer is located even if the Customer resides abroad, unless mandatory legal provisions demand otherwise.

The organisation will decide in all cases in which this code of practice does not provide.