

## REGISTRATION

All participants must register using the online registration form. Please read the following instructions carefully.

Payment by bank transfer is available until 15th May 2024. After this date, all payments can only be made by credit/debit card.

Online registration will be closed on Wednesday 15 May 2024.

\*To apply for a discounted Students/Farmers fee, you must fill in the name of the University/Farm to claim the discount, otherwise your application won't be considered.

\*\* To confirm your EURAF membership, please enter the same email address you have used for your EURAF membership.

Please make sure to pay your registration fee before the deadline for your chosen registration type. If payment is not made before the deadline, the later fee will be charged automatically. An unpaid or only partially paid registration will not be considered as valid until it is paid in full.

### Insurance

The registration fee does not include participants' insurance. Participants are advised to take out adequate personal insurance.

### Confirmation

Each participant will receive an email notification confirming the registration and receipt of payment or balance after the completing the Online Registration Form.

### Group Registrations

Group registrations cannot be processed online under one email address identification; each participant must have his/her own profile set up with a unique email address.

When registering more than one person under one company identity/invoice, please contact the Secretariat (EURAF2024.reg@aimgroup.eu) to determine the preferred invoicing setting.

### Payment

All fees should be paid in EUR (€), free of all bank charges.

#### By Bank Transfer

Please always include the participant's full name and invoice number in the payment details when sending payments by bank transfer.

Payment by bank transfer will be available until 15 May 2024. After this date, all payments can only be made by credit/debit card.

Beneficiary: AIM Group Prague s.r.o.

Beneficiary address: Panská 7/890, Prague 1, 110 00, Czech Republic

Bank address: UniCredit Bank Czech Republic and Slovakia, a.s., Želetavská 1525/1, 14092 Praha 4 - Michle

Account number: 1387280741/2700

IBAN: CZ5727000000001387280741

SWIFT/BIC: BACXCZPP

#### Online payment

All online payments are processed through the GP webpay secure connection. GP webpay complies with international standards and it meets the strictest security requirements of the MasterCard SecureCode and Verified by VISA standards as defined by the MasterCard and VISA card associations. These standards are known as 3D Secure and they ensure maximum payment security. [Click here](#) to learn more about online payment security.

In case of rejected online credit/debit card payment, the delegate is recommended to log into the Online Registration Form and try to complete the the registration and payment process again. Should the trouble with the payment persist, the participant is advised to contact the credit/debit card issuer/bank first and check if online transactions are not disabled on the credit/debit card. Afterwards, the registration can be processed again.

#### Final Invoice

The final invoice will be issued on request, based on the details provided during the registration process (step Contact/Invoice details). Any changes to these details (address, VAT number etc.) are only possible only within 3 days of the registration date and are subject to a fee of 20 EUR.

#### BOOKING AND CANCELLATION POLICY

Any cancellation or change of your registration must be made in writing by e-mail and is subject to the following conditions:

#### CHANGE FROM ON-SITE REGISTRATION TO ON-LINE REGISTRATION

Until 15th March 2024: refund of the difference in fee minus 20 EUR administration fee.

#### Cancellation fee for Members/ Non-members:

- Until 15 April 2024: refund of fee minus 50 EUR administration fee.
- After 15 April 2024: no refund.

#### Cancellation fee for Students/ Farmers and daily tickets:

- Until 15 April 2024: refund of fee minus 20 EUR administration fee.
- After 15 April 2024: no refund.

#### Miscellaneous

- No-shows at the congress will be charged the full fee.
- Refunds will be processed after the congress.

#### BOOKING AND CANCELLATION POLICY FOR THE SOCIAL EVENT, EXCURSIONS OR ACCOMPANYING PROGRAMME

- Until 15 April 2024: full refund.
- After 15 April 2024: no refund.

#### Consent to the Processing of Personal Data

##### Privacy law – data protection notice

AIM Group Prague s.r.o., as data controller, informs you that any personal data you provide, or any data lawfully received by third parties, will be used in connection to your participation to the Congress and/or to provide you with information regarding any other compatible activities organized by us and by any other company affiliated to the Group ("AIM Group"), to which AIM Group Prague s.r.o. itself belongs, and which are also located in other European countries. Your image, taken during the event, may be reproduced in videos and photos of the event and published on the website and social networks of AIM Group (and on the website and social networks of the event, if any).

For the avoidance of doubts, the third party, the Conference is organised for, shall have the same rights as those granted to AIM Group according to this notice.

Data treatment shall mean any operation, or set of operations, carried out with or without the help of electronic or automated means, and must guarantee the confidentiality and security of your personal data.

AIM Group Prague s.r.o., as data controller may avail itself or any other company affiliated to AIM Group, also located in other European countries, to carry out any of the following procedures: press releases, communications to clients, data processing and computer-based consultation. The data can be communicated to scientific associations, public or private agencies related to CME, financial and banking intermediaries, as well as companies participating to the event with promotional functions compatible with the purposes for which the data have been collected.

The provision of your personal data for purposes related to your participation to the congress, including the publishing of images, is obligatory, but refusal will prevent your participation to the congress. Otherwise, said provision aimed at sending free documentation for other initiatives of AIM Group Prague s.r.o. or other companies affiliated to AIM Group is optional, but refusal will not allow you to be informed on future training events conducted by AIM Group.

I have read the above data protection notice and I agree with its terms.

#### Liability Disclaimer

AIM Group Prague s.r.o. will not be liable for any theft or damage to property and/or persons caused on site during the Event, by any factor whatever. AIM Group Prague s.r.o. shall not be held responsible in the event of poisoning or food intoxication during the Event.