



ICEM 2023

22nd International Conference on Emergency Medicine
Amsterdam, The Netherlands | 13 - 16 JUNE

Registration Terms and Conditions

Payment

All costs referred to are in Euros (€) and include 21% Dutch VAT. All payments must be made in Euros; no other currency will be accepted. Full payment is due for the registration fees. Registrations are only confirmed once the required payment has been received.

Payment by credit card

The online registration platform is a secured site on which you can pay by credit card. Please note that VISA, Eurocard/MasterCard and AMEX are the only credit cards accepted. Upon completion of the online registration process, you will receive a paid invoice (receipt) by email.

Payment by bank transfer

Should you select to pay by bank transfer, upon completion of the online registration process, you will receive an outstanding invoice for your registration fee by email. This invoice includes all payment instructions as well as your registration number to mention as reference of the payment. Upon receipt of your payment in full, you will receive a registration confirmation by email. Please note that payment by bank transfer is only accepted until 22 May 2023.

Invoice

Only digital versions of invoices (PDF) will be sent to delegates upon completion of the online registration. The invoice will be issued using the contact details provided during the online registration process so please make sure you have provided us with the correct information.

Confirmation

After you have registered via the online registration form and we have received your payment, you will receive a written confirmation by email.

Cancellation of registration

Any cancellations must be sent in writing to the ICEM Secretariat: icem2023@wearemci.com. The following cancellation fees apply:

- In case of cancellation **before or on 13 March 2023 (23:59 CET)**, the registration fee will be refunded minus a handling fee of EUR 50.
- In case of cancellation **from 14 March until 22 May 2023 (23:59 CEST)**, 50% of the registration fee will be refunded.
- **As of 23 May 2023**, the registration fee will not be refunded for cancellations or no-shows.

Please note that any refunds due will be processed within 30 days after the Conference.

Name change

For name changes an administrative fee of € 50 will be charged. For each name change, you must notify the ICEM Secretariat by email to icem2023@wearemci.com before 1 June 2023. Name change participants agree to take over all booked items of the originally registered participant. After 1 June 2023, name changes are no longer possible.



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Pre-Courses Minimum Attendance

Please note that each pre-course requires a minimum number of participants. Stichting ICEM 2023 reserves the right to cancel any of the pre-courses in the event that the minimum required attendance is not reached. Should a pre-course be cancelled, registered participants will be contacted and will be offered a full refund on their paid pre-course registration fee.

Photographs and videos

Stichting ICEM 2023 c/o MCI The Netherlands reserves the right to photograph and videotape the conference and delegates and to use this in any internal and external communication referring to the conference. By registering you consent to such uses.

Invitation letter for visa application

Please check whether you need a visa to enter the Netherlands on the website of the Dutch Government [here](#). If you do need a visa, please apply as early as possible. To aid the application you can request a visa invitation letter during the online registration process when available.

The invitation letter will be sent to you as a PDF attachment by email after receipt of your registration payment. We will not be able to issue any invitation letter without receiving the registration and the payment of the required registration fees. Please note that the organizers will not be able to contact or intervene with any Embassy or Consulate office on behalf of a participant.

Should your visa application be declined, you can send a request for a full refund of the registration fees to the ICEM Secretariat by email (icem2023@wearemci.com) before 1 May 2023. A scanned copy of the visa decline letter should be attached to your request. For requests received after 1 May 2023, the cancellation policy for general conference registrations will apply.

Data protection

By registering to this event, you agree that your personal data will be processed by Stichting ICEM 2023 c/o MCI The Netherlands, for registration and handling purposes, and to send you information in connection to the conference. If you do not submit the data indicated as 'required', we cannot complete your registration. You have the right to access and rectify your personal data by contacting the ICEM 2023 Secretariat by email to icem2023@wearemci.com

By registering to the conference, you are allowing Stichting ICEM 2023 c/o MCI The Netherlands to communicate with you via email and you agree that your details (name, organization, country, email address) will be shared with the International Federation for Emergency Medicine.

For further information on how your data will be used, we invite you to carefully read the [Data Protection and Privacy Policy](#). (<https://www.wearemci.com/privacy-policy>) (MCI acting as data processor on this event).

Intellectual property and copyright

All materials provided for 22nd International Conference on Emergency Medicine are the property of Stichting ICEM 2023. No content in whole or in part of the conference materials may be copied, reproduced, uploaded, posted, displayed, linked to or used in any way without the prior written permission of Stichting ICEM 2023 c/o MCI The Netherlands.



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Health and Safety

Stichting ICEM 2023 is committed to a safe and healthy environment at the conference. We closely monitor the coronavirus (COVID-19) and will comply with all local measures at the conference. The EU Digital COVID-19 Certificate is active throughout Europe, granting free movement for those being vaccinated or showing a negative test result. Please check the requirements regularly for your country as these may change and plan your visit to Amsterdam accordingly.

Insurance & Liability Disclaimers

Stichting ICEM 2023 and its partners organizing the 22nd International Conference on Emergency Medicine cannot be held responsible for any loss, injury or damage to any property, whatever the cause may be. It is recommended that participants obtain adequate cover for insurance. Stichting ICEM 2023 and its partners organizing the 22nd International Conference on Emergency Medicine do not accept responsibility or can be held accountable for any personal injuries, or loss of, or damage to, private property belonging to the participants (including but not limited to damages to laptops or any other electronic device of the participant).

Cancellation, postponement or changes of the 22nd International Conference on Emergency Medicine

Should, for any reason outside Stichting ICEM 2023's (and its partners) control (including but not limited to a pandemic including COVID-19), acts of terrorism, war, international conflicts, strike, public manifestations, extreme weather conditions and/or industrial action) the venue or speakers change, or the 22nd International Conference on Emergency Medicine be cancelled, the organizers will endeavor to re-schedule, but shall not be held responsible for any costs, damages or expenses incurred by the (registered) participants. If for any reason Stichting ICEM 2023 (and its partners) decide to make changes to the 22nd International Conference on Emergency Medicine, they are not responsible for airfares, hotels or other costs incurred by (registered) participants