

## Registration terms & conditions

### Payment

All costs referred to are in Euros (€). 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, MasterCard and AMEX are the only credit cards accepted. Please enter all relevant information on the registration form. 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 fees by email. This invoice includes all payment instructions as well as your registration number to mention as reference of the payment. Until payment is received in full, the registration will be held on “optional” status and cannot be confirmed.

### 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 on the registration form so please make sure you have provided us with the correct information.

### Cancellation of registration

Cancellation must be done in writing to [Symposium@ipfa-events.nl](mailto:Symposium@ipfa-events.nl), and confirmed by the IPFA Secretariat. The following cancellation fees apply:

- In case of cancellation **before or on 4 January 2024 (23:59 CET)**, the registration fee will be refunded with a deduction of 50% as penalty charge.
- **As of 5 January 2024**, the registration fee will not be refunded for cancellations or no-shows.

*If, for reasons beyond the control of secretariat the event has to be cancelled, the registration fee will be refunded after deduction of expenses incurred by the secretariat.*

### Name change

For name changes an administrative fee of **15 Euros** will be charged. For each name change you must notify the IPFA Secretariat by e-mail to [Symposium@ipfa-events.nl](mailto:Symposium@ipfa-events.nl) before **31 January 2024 (23:59)**. Name change participants agree to take over all booked items of the originally registered participant.

### Photographs and videos

IPFA reserves the right to photograph and videotape the symposium and delegates and to use this in any internal and external communication referring to the symposium. By registering you consent to such uses.

# IPFA/EBA Symposium on Plasma Collection and Supply

7 – 8 February 2024 | Leiden, the Netherlands

## Data protection

By registering to this event, you agree that your personal data will be processed by the IPFA, for registration and handling purposes, and to send you information in connection to the symposium. 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 IPFA Secretariat by email to [Symposium@ipfa-events.nl](mailto:Symposium@ipfa-events.nl)

By registering for the symposium, you are allowing the IPFA to communicate with you via email, phone, text and social media.

## Intellectual property and copyright

All materials provided for the IPFA/EBA Symposium, are the property of the IPFA. No content in whole or in part of the IPFA materials may be copied, reproduced, uploaded, posted, displayed, linked to or used in any way without the prior written permission of the IPFA.

## Proceedings

IPFA cannot be held responsible for errors or any consequences arising from the use of information contained in the Symposium proceedings.

## Insurance & Liability Disclaimers

IPFA has the right to alter or cancel the symposium or any of the arrangements, timetables, plans or other items relating directly or indirectly to the symposium without prior notice for any reason beyond their control. IPFA shall not be liable for any loss, damage, expenditure, or inconvenience caused as a result of such alteration or cancellation.

It is recommended that delegates obtain adequate cover for travel, health and accident insurance before they depart from their countries. IPFA cannot accept responsibility for personal injuries, or loss of, or damage to, private property belonging to the Symposium delegates. Should, for any reason outside the organizers' control (including but not limited to acts of terrorism, extreme weather conditions, pandemics and/or industrial action) the venue or speakers change, or the Symposium be cancelled, the organizers will endeavour to re-schedule, but shall not be held responsible for any costs, damages or expenses incurred by registrants.

Registration of a delegate entails acceptance of these conditions. In any disputes that may arise concerning the execution or interpretation of the present General Regulations, both parties agree that they will be subject to Dutch law and that the commercial courts of The Hague will be competent, without prejudice to IPFA's right to initiate proceedings under the laws and before the courts of the delegate's registered office in the event any sums are due by the delegate to IPFA.