



## GENERAL TERMS AND CONDITIONS

### Definitions

K.I.T Group GmbH Association & Congress Management (hereinafter referred to as K.I.T. Group) is the Professional Congress Organiser (PCO) of the 2021 Virtual International Congress of ILTS, ELITA and LICAGE, May 5-8, 2021.

K.I.T. Group is the administrative organiser of the event and provides the Congress Secretariat (staff and technical infrastructure). Core tasks include in particular the operation of the registration services, abstract management, sponsorship opportunities and exhibition management.

The International Liver Transplantation Society (hereinafter referred to as ILTS) is a non-profit, scientific organisation. Both entities are hereinafter referred to as the Organisers.

Both, [ELITA \(European Liver and Intestine Transplant Association\)](#) and [LICAGE \(Liver Intensive Care Group of Europe\)](#) are joint organisers with ILTS.

Pathable, Inc. is the provider of the digital platform for the event mentioned above.

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These General Terms and Conditions are valid for each attendee registered for the 2021 Virtual International Congress of ILTS, ELITA and LICAGE, May 5-8, 2021 (hereinafter referred to as the "Congress"). Any registered person, delegate, student, allied health professional, media representative, speaker, patient organisation representative or industry representative is considered an attendee.

Only fully completed registration forms will be accepted.

The online registration can be completed by clicking the button "register and pay" which can be found at the end of the form. The registration will only be confirmed upon receipt of payment in full.

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

Only registered attendees will be permitted access to the Congress. To be eligible to register for the Congress, attendees must be at least 18 years old. Attendees may be asked to provide an official document proving their age.

The registration fee for regular delegates includes entry to the scientific programme (incl. Opening Plenary & Closing Ceremony), access to the digital exhibition and ePoster spaces on the Congress platform, certificate of attendance and online abstract book. The exhibitor registration only entitles full access to the exhibition area and the exhibitor's own symposium but NOT to other sessions.

### ILTS Members

Participants registered at the lower ILTS/ELITA/LICAGE Member Fees, must be valid



members at the time of registration. No refunds will be made for memberships renewed / acquired after the time of registration. Please verify that your membership is active and includes the eligibility to the preferential Congress fees prior to registering for the Congress. For further assistance, please contact [ilts@ilts.org](mailto:ilts@ilts.org).

All registration fees are exempt of VAT. Payment by bank transfer is only possible until April 20, 2021, 24:00 PST.

The official Congress language is English, and no translation will be offered.

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

Registrations for more than ten persons will be handled separately as a group booking. Please contact the ILTS Congress 2021 Registration Department.

### **Media Registration**

To register as a media representative, please contact us at [registration@2021.ilts.org](mailto:registration@2021.ilts.org). There is no registration fee for accredited media representatives. However, to register as a media representative, you must submit a copy of your official press card.

### **Method of Payment**

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

1. Credit card (Visa, Master/Eurocard, and American Express): Attendees should complete the relevant section of the registration form.
2. Bank transfer: Payment by bank transfer is only possible until April 20, 2021 and should be made in USD to:

Bank: Commerzbank AG, Kurfürstendamm 237, 10719 Berlin

Account Holder: K.I.T. Group GmbH

Bank Sorting Code: 100 800 00

Account Number: 0514 0018 15

SWIFT-CODE: DRESDEFF100

IBAN: DE60 1008 0000 0514 0018 15

Reference: ILTS 2021, full name, participant number

Please note that all transfer costs must be prepaid by the transmitter. Incomplete or partial payments will not be accepted. Cheques will not be accepted.



## **Letter of Confirmation/Payment Receipt**

A letter of confirmation/payment receipt will be sent by email once the Congress Secretariat has received the fully completed registration form and the related payment.

## **Certificate of Attendance**

All registered delegates will receive a Certificate of Attendance after the Congress. CME Credits can ONLY be claimed for attendance during the LIVE digital Congress. CME Credits will NOT be available for attendance and/or viewing of the On-Demand sessions.

## **Registration Name Change**

A handling fee of 50 USD will be charged for every name change to an existing Congress registration. A new registration form for the substitute attendee should be submitted, as well as a proof for the reduced fee if applicable. Name changes will only be accepted until April 20, 2021 by email indicating clearly the new and old name as well as the new contact details (address, email). After this date, name changes are no longer possible.

## **Registration Cancellation Policy and Refund**

Notification of cancellation must be made in writing and sent to the ILTS Registration Department by email at [registration@2021.ilts.org](mailto:registration@2021.ilts.org) no later than May 31, 2021. The notification must include all the relevant information regarding the bank account to which a possible refund may be remitted.

Registration fees and donations are non-refundable. In case of overpayment or double payment, the refund will be processed minus a handling fee of 50 USD.

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

## **Modification of the Congress Programme**

The organisers reserve the right to make changes to the programme at any time in terms of time, technology used, theme and content (in particular to the programme schedule, the naming of speakers, the technical environment, programme duration, etc.) The participant has no claim to the staging of a particular event, to a particular event duration or to the provision of a particular content. Changes to the programme do not constitute a right of withdrawal on the part of the persons registered, provided the character of the event as a specialist event in the specified subject area is not affected by the changes.

## **The Website and Use**

ILTS uses the digital platform service provider Pathable, Inc., 4065 4th Ave NE, Seattle, WA 98105, as service provider for the execution of the online service offers. All content displayed on the website is owned by the ILTS unless explicitly stated otherwise. Reproduction of any content of website content in any other way requires prior permission from the ILTS. The data processed during registration will



be shared with Pathable. For further details please read the [privacy policy](#).

### **Connectivity or technical issues**

Attendees acknowledge that it is their responsibility to ensure that they have a secure and stable internet connection, compatible operating system requirements and that their web browser is up to date to avoid connectivity or other technical issues when participating in the Congress. ILTS, Pathable and K.I.T. Group will use their reasonable best efforts in providing access to the ILTS 2021 Digital Congress through third party channels.

If an attendee encounters connectivity issues due to a weak internet connection, incompatible operating system requirements or inappropriate web browser settings, he or she acknowledges that ILTS or K.I.T. Group is not liable. ILTS or K.I.T. Group will also not be liable in the event of an interruption of connection or connectivity issues due to a case of "Force Majeure" or to any interruption and/or malfunction of connection or any other connectivity issues attributable to the chosen or a third-party network operator and/or service provider.

### **Cancellation of the Congress, Force Majeure**

If the event cannot take place or has to be postponed due to events beyond the control of ILTS and/or ~~the~~ K.I.T. Group (force majeure) or due to events that cannot be attributed to intent or gross negligence on the part of the ILTS and/or ~~the~~ K.I.T. Group. ILTS and/or ~~the~~ K.I.T. Group shall be released from their obligation to perform to this extent. Neither ILTS nor ~~the~~ K.I.T. Group can be held liable by participants for any damage, costs or losses incurred, such as transport costs, accommodation costs, financial losses, etc.

In case of postponement or cancellation of the event, the organiser or - on behalf of the organiser - ~~the~~ K.I.T. Group reserves the right to either retain the entire registration fee and use it for a future Congress or to refund the registration fee to the participant on a pro rata basis after deduction of the costs already incurred for the organisation of the Congress which could not be recovered from third parties.

### **Data Protection and Sharing of Contact Details**

#### Processing of credit card data

When registering, the attendee will be asked to fill in the online form and provide his/her full name, address, e-mail address and telephone number. The information collected above is required to process and complete the registration (including sending a confirmation e-mail of the booking). If the attendee chooses to pay for the booking(s) by credit card, credit card information (e.g. credit card type and number, CVC code, expiry date, name of the credit card holder) will also be collected.

All data will be stored and processed in accordance with the applicable data



protection regulations, in particular the Basic Data Protection Regulation GDPR (Regulation (EU) 2016/679) and the German Federal Data Protection Act (FDPA). The payment service of Concardis GmbH, Helfmann-Park 7, 65760 Eschborn, Germany, is used for data processing within the scope of the payment procedure for credit card use.

#### Passing on of contact data

The processing of all personal data (including the collection, storage, use, treatment, modification, transmission, blocking and deletion of data) is carried out by the Organisers in accordance with the basic data protection regulation GDPR (Regulation (EU) 2016/679) and the German Federal Data Protection Act (FDPA).

The processing of personal data, in particular the forwarding of participants' contact details to third parties, is subject to the strict restrictions of the Basic Data Protection Regulation GDPR (Regulation (EU) 2016/679) and the German Federal Data Protection Act (FDPA). Contact data is only transmitted in accordance with Art. 6 Sec. 1 lit a-f GDPR if: (a) express consent, (b) performance or conclusion of a contract, (c) fulfilment of a legal obligation, (d) protection of vital interests of the data subject or another natural person, (e) public interest or exercise of official authority, (f) legitimate interest of the data controller and balancing of interests.

#### Further information on data protection

Further information on data protection (in particular on the rights as a data subject to information, objection, revocation of consent, blocking and deletion of personal data) can be found in the [privacy policy](#). Personal data will only be stored within the scope of the statutory storage obligations. For data protection enquiries, please contact the data protection officer of K.I.T. Group (e-mail [datenschutz@messe-berlin.de](mailto:datenschutz@messe-berlin.de)).

#### **Film, Photo and Video Recordings**

ILTS will create image, film and audio recordings related during the 2021 Virtual International Congress of ILTS, ELITA and LICAGE for educational purpose. This material can be shared and published within public reporting or used in social networks (Facebook, LinkedIn, Twitter) 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 Congress secretariat. For further information please read the [privacy policy](#).

#### **Trademarks and copyright**

All trademarks at the digital Congress platform and/or on the event website remain the property of their respective owners and are used for identification



purposes only. The content and compilations published by the providers at the digital Congress platform and/or on the event website are subject to the applicable copyright laws. The reproduction, editing, distribution and any kind of exploitation outside the limits of copyright law require the written consent of the respective author or creator. Downloads and copies of the digital Congress platform and/or the event website are only permitted for private use. The commercial use of content is prohibited without the consent of the author. Insofar as the content on the digital Congress platform and/or the event website has not been created by the operator, the copyrights of third parties will be observed. Contributions of third parties are marked as such on the digital Congress platform and/or the event website. Should a copyright infringement nevertheless occur, the organisers require a corresponding notice. The content will then be removed immediately.

### **Liability**

The Congress 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 Congress 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 attendee shall take part in the Congress at his/her own risk. Oral agreements shall not be binding if these have not been confirmed in writing by the Congress organisers.

### **Applicable law, place of jurisdiction**

German law shall apply to the exclusion of the UN Sales Convention. As far as legally permissible, Berlin is agreed as place of jurisdiction.

### **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.

### **Right of modification**

The Organisers may make changes and/or additions to these General Terms and Conditions at any time. The attendees will be informed of such revisions from time to time. If the changes and/or amendments concern essential parts of the contract and if the rights of the attendees are substantially changed as a result, each attendee with an existing and paid registration will be informed separately with the possibility of consent.

As of 25.02.2021