

GENERAL TERMS AND CONDITIONS

Definitions

European Academy of Allergy and Clinical Immunology (hereafter referred to as "EAACI") is the registration system provider and congress organizer of the **EAACI Master Class Madrid 2023** (further referred to as **Event**) which takes place on **05-06 May 2023** (further referred to as **Event Date**).

General Terms and Conditions for Registration

These General Terms and Conditions are valid for each participant registered for the Event as described in **Definitions** above. Any registered person (physician, healthcare professional, student, media representative, speaker, or exhibitor) is considered a participant. These General Terms and Conditions are also binding for all group registrations.

Event Registration

Only fully completed registration forms will be accepted. The registration will only be confirmed upon receipt of payment in full. If the maximum participant capacity is reached, EAACI reserves the right to refuse any registration. A claim for participation in the Event is excluded.

To be eligible to register for the Event, participants must be at least 18 years old. Participants may be asked to provide an official identity card stating their age.

To be eligible for a Member Rate, participants must be an EAACI member in good standing (i.e., full membership payment received, possible proofs submitted, etc.) before completing the registration process.

The registration fee for regular participants, students, speakers, and media representatives includes access to the entire Event.

To register as a media representative, please refer to the EAACI <https://www.eaaci.org/eaacimedia.html> section *II. Accreditation, Registration and Access to EAACI Events* directly in order to receive a media registration form. Official press credentials need to be submitted to proof the status as media representative. There is no registration fee for accredited media representatives.

Notwithstanding the foregoing, participants acknowledge that some sponsored symposia and/or (parts of) the exhibition hall may not be accessible to all participants due to compliance regulations and applicable laws.

The exhibitor registration entitles access only to the exhibition area and the exhibitor's own symposium. Other sessions and/or activities are not accessible with an exhibitor badge.

Group and Third-Party Registrations

Please note that the General Terms and Conditions stated in this document, are applicable for each participant registered by a group. It is the group contact's responsibility to ensure that each participant is only registered once.

It is the group contact's responsibility to provide each participant's correct contact details and event registration category (event fee). EAACI is not responsible reviewing each individual's membership status. Cancellations of duplicated registrations will be handled in accordance with the registration cancellation policy. Each group manager should be able to provide a letter of appointment from the company they are representing.

In the case that the group registration includes duplicate contacts, no refund will be given after the finalization of the registration.

A Third-Party Registration is considered a registration processed by a person on behalf of the attending delegate.

Letter of Invitation

Individuals requiring an official Letter of Invitation can request one from the Registration Team. To receive a Letter of Invitation, attendees must first register to the event and submit payment in full. The Letter of Invitation does not financially obligate EAACI in any way. All expenses incurred in relation to the event attendance are the sole responsibility of the attendee.

Visa Requirements

It is the sole responsibility of the attendee to take care of his / her visa requirements. Attendees who require an entry visa must allow sufficient time for the application procedure. Attendees should contact the nearest embassy or consulate to determine the appropriate timing of their visa applications. The Registration Team will not directly contact embassies and consulates on behalf of visa applicants.

Methods of Payment

Payment is required at the time of registration by Credit card (Visa/Mastercard) in EUR. Participants should complete the relevant section of the registration form.

A bank deposit method can be accepted with a written request of the group manager, this applies only for Group and Third-Party registrations. Bank deposits are not accepted later than 10 days prior to the Event Date.

Letter of Confirmation/Payment Receipt

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

Certificate of Attendance & CME

A Certificate of Attendance and a Continuing Medical Education (CME) Credit Statement for regular participants will be available after the Event. Each participant can only receive the number of credits he/she is entitled to according to his/her actual participation at the event once he/she has completed the feedback form. Each participant is responsible for scanning their badge before entering a session room. It is not possible to scan after a session has taken place.

CME credit will be awarded depending on the time spent on EAACI live session programme (industry programme excluded). Each medical specialist should claim the recognition of the UEMS/EACME CME credits to his/her own CME National Authority.

Please note, as per GDPR regulations, EAACI will not provide Certificate of Attendances and CME Certificates to group managers/agencies.

Registration Category Change

Registration category changes are available only after a successful completion of the registration process (including payment of the registration fee). A request must be made in writing and sent to the Event Registration Team by email (registration@eaaci.org). An upgrade to a registration category with a higher fee is possible at any time and will be confirmed after the payment of the additional registration fee (or the difference between the original and the new registration fee). A handling fee of EUR 35 will be charged for changes to a lower registration category. Refunds (difference between the original and the lower registration fee) will be available as EAACI voucher credits (can be used as payment for any future EAACI event or activity) and will be credited to individual voucher accounts of registered participants only.

Registration Name Change

A handling fee of EUR 35 will be charged for every name change to an existing Event registration. Name changes will only be accepted until 14 days prior to the Event Date, clearly indicating the new and old name.

Lost Badge

If an attendee loses, misplaces, or forgets the name badge needed for the Event, a handling fee of EUR 35 will be charged for a new name badge. Upon handing out a new name badge, the lost badge will become invalid.

Registration Cancellation Policy

Notification of cancellation for all Event related registrations must be made in writing and sent to the Event Registration Team by email (registration@eaaci.org). The notification must include all the relevant information regarding the bank account to which a possible refund may be remitted.

If the written notification of cancellation is received **30 days before** the Event Date, an administration fee of 75% of the paid Event fee will be charged. No refunds will be made for cancellations received after this period (less than 30 days before the Event Date).

Refund requests will be processed after the Event only. They must be made in writing and sent to the Registration Team by email to registration@eaaci.org no later than 14 days after the Event. No refund request will be processed after this date.

Refunds will not be given for unattended events or early termination of attendance. Refunds will be available as EAACI voucher credits (can be used as payment for any future EAACI event or activity) and will be credited to individual voucher accounts of registered participants only. In cases of cancellations due to personal matters after the cancellation deadline, please consult your personal insurance.

Access

Admission is for registered attendees only. Accompanying persons and children will not be granted access to the Event. Seats in the session rooms are limited. Refunds will not be made if all seats are taken. It is the responsibility of the attendee to access the session rooms in good time.

During the registration process, each participant must accept the here outlined General Terms and Conditions in accordance with GDPR to access the Event.

Registration will be assigned to individual MyEAACI profiles. If you do not have a MyEAACI Account, your registration will be automatically stored, and an account will be created. Kindly note, group managers does not receive confirmation emails.

[My EAACI Account Terms and Conditions.](#)

Modification of the Event Programme

EAACI reserves the right to modify the programme, which is published as an indication only. No refunds will be granted in case the programme changes (including change of speakers).

Cancellation of the Event

In the event that the Event cannot be held or is postponed due to events beyond the control of EAACI (force majeure) or due to events, which are not attributable to wrongful intent or gross negligence of EAACI, **EAACI cannot be held liable by participants for any damages, costs or financial losses incurred.**

Under these circumstances, EAACI reserves the right to either retain the entire registration fee and to use it for a future congress, or to reimburse the participant after deducting costs already incurred for the organisation of the Event and which could not be recovered from third parties.

Data Protection and Sharing of Contact Details

Collection and processing of personal data will comply with the applicable data protection legislation.

EAACI will collect and store all personal data for the preparation and execution of the Event only and not use the personal data for any other purposes.

When you register you will be asked to complete the online form providing for: your name, address, email address and telephone number. The above collected information is required to process, book, and complete your booking (including the sending of a confirmation email of the booking to you).

Once you have decided to proceed with the booking, your credit card details (i.e. credit card type and number, CVC code, expiration date, credit card holder name) will also be collected.

All data will be saved and processed in compliance with the applicable data protection legislation.

In order to protect and safeguard the personal data provided to us, we have implemented and use appropriate business systems and procedures. For example, your credit card information is transmitted to us through a secure server protocol, which encrypts all your personal and credit card details. The encryption method used is the industry standard "Transport Layer Security (TLS)" technology. Our TLS certificate has been issued by utn.usertrust.com.

Furthermore, we have implemented and use security procedures and technical and physical restrictions for accessing and using personal information. Only authorized employees are permitted to access personal information for performing their duties in respect of our services.

Our server and network are protected by firewalls against unauthorized access and we have intrusion detection systems that monitor and detect unauthorized (attempts to) access to or misuse of our servers.

Your credit card details will be kept by EAACI for up to three months after the end of the Event and thereafter safely deleted.

In addition, due to the preparation and execution of the Event, we may share contact details of participants with third parties that may use these details to contact participants regarding activities at the Event.

Your complete contact details will only be forwarded with Art. 6 sec. 1 lit a-f GDPR: (a) your explicit consent given, (b) performance of or entering into a contract, (c) compliance with a legal obligation, (d) protection of vital interests of data subject or another natural person, (e) public interest or exercise of official authority, (f) legitimate interest of data controller and weighing of interests.

You can find further information on data privacy in our privacy notice.

In case of data protection inquiries please contact the data protection official of EAACI and by email at gdpr@eaaci.org.

Granting of rights for photography, film and audio material for event documentation and public reporting

The participant hereby declares their consent to the creation of image, film and audio recordings related to the Event and that this material can be shared and published within public reporting or used in social networks (Facebook, Twitter, Instagram, Twitter, etc.) about the event without entitlement to remuneration.

The participant explicitly gives their consent to the use of their images/recordings captured at the event for publications and communications relating to the event.

The participant hereby understands that recordings of the digital content and the capture of images and videos to be publicly shared are prohibited.

Intellectual Property Rights

EAACI/Wiley and/or the speakers/authors retain the copyright and intellectual property rights on their information, documents, files, presentations, and other content shared during the Event.

Liability

To the extent permitted by applicable law, EAACI, its Board of Officers, Executive Committee Members and employees shall not be liable for any direct, indirect or consequential damages of any kind, loss of profits and/or loss of data arising from and in the participation in the Event. The liability of commissioned service providers shall remain unaffected by this. The participant shall take part in the Event at his/her own risk. Oral agreements shall not be binding if these have not been confirmed in writing by EAACI. EAACI does not warrant the adequacy, accuracy and/or completeness of the information conveyed during the Event. EAACI does not guarantee uninterrupted and/or error-free access to the Event. EAACI endeavours to fix such interruptions as fast as possible.

Acceptance of the General Terms and Conditions

These General Terms and Conditions written on the EAACI Event website shall manage the participation in the Event.

By registering for the Event, you agreed to accept these General Terms and Conditions.

EAACI reserves the right to amend these General Terms and Conditions at any time. Registered participants will be notified of such amendments. Participants who do not accept the amended General Terms and Conditions, they shall inform the Event Registration Team by email (registration@eaaci.org) within 14 days after the notification of the amended General Terms and Conditions. EAACI may exclude participants, which do not accept the amended General Terms and Conditions from the Event.

Fulfilment and Jurisdiction

These General Terms and Conditions shall be subject to Swiss law. In the event of any legal claims arising from either party, Zurich, Switzerland shall be the sole court of jurisdiction.

Severability Clause

If there is a determination of these General Terms and Conditions to be ineffective or impracticable, then the validity of the General Terms and Conditions remaining shall not be impaired. The parties are obligated to cooperate in order to replace the ineffective or impracticable clause by an effective or feasible clause, that best reflects the original intention of the parties.