

## **Terms and conditions**

All participants of the conference must pay a registration fee prior to arrival at the conference venue.

### **Registration fee**

The conference registration fee includes participation in the conference programme, lunch/coffee breaks, conference badge, conference bag, conference programme. Participants of the conferences have to check the conference fee on the conference website, select a relevant conference registration and make a registration following deadlines.

### **Payment**

The payment of the registration fee must be made in full according to deadlines announced on the conference website.

The Payment method for the conferences is only a Bank transfer. Before the payment, participants have to register online using online registration system linked on the conference website. After completing of registration, each participant will receive all payment details. The payment must be done in CZK.

### **Cancellation Policy**

Registration cancellations must be notified in writing by e-mail to [pefnet@mendelu.cz](mailto:pefnet@mendelu.cz). Any cancellation after the registration deadline will take 50 % of the registration fee as administrative charges. No cancellation will be allowed after the 22<sup>nd</sup> of November 2018. The conference organizers are not responsible for no granting a visa to a conference participant. Participants must make sure they receive an acknowledgement of their cancellation from the organizer. Only this will confirm that their request has been received and processed.

### **Modification of Programme**

The organizer reserves the right to make alterations to the programme, date and/or venue at any time without prior notice.

### **Acceptance Letter / Letter of Invitation**

Individuals requiring an official Acceptance Letter / Letter of Invitation can request one from the organizer. To receive a Acceptance Letter / Letter of Invitation, the conference participant must first register to the conference and submit a full paper. The Acceptance Letter / Letter of Invitation does not financially obligate the conference organizer in any way. All expenses incurred in relation to the conference are the sole responsibility of individuals.

### **Visa Requirements**

It is the sole responsibility of the conference participant to take care of his/her visa requirements. The participants who require an entry visa must allow sufficient time for the application procedure. The conference organizer will not directly contact embassies and consulates on behalf of visa applicants. The conference organizers is not responsible for a visa granting to a conference participant, therefore, the cancellation policy will be applied in case of no granting a visa.

### **Accommodation and travel**

Accommodation and travel is not included in the conference registration fee and participants are responsible on booking their accommodation and travel.

**Final terms**

You are deemed to have accepted these terms and conditions when you proceed with the registration process.

**Data Protection (see section [Privacy Policy](#))**