

General Terms & Conditions

1. Introduction

1.1 The Event is organised and managed by I-Squared Communications Limited, a company registered in England and Wales with registration number 10120628 and registered office at 71-75 Shelton Street, Covent Garden, London, England, WC2H 9JQ.

1.2 References to "us" means I-Squared Communications Limited and references to "we" and "our" shall be construed accordingly. References to the "Event" means the event that you are registering for as a participant of any kind including but not limited to as a delegate, a sponsor, an exhibitor and/or a media partner. Reference to "you" means the entity wishing to register to the Event as a participant of any kind including but not limited to as a delegate, a sponsor, an exhibitor and/or a media partner and references to "your" shall be construed accordingly.

2. Acknowledgments and Data Protection

2.1 By agreeing to these Terms and Conditions you understand and acknowledge that the online registration form serves as a contract between us and you and that these Terms and Conditions serve as the contractual terms of this contract.

2.2. By agreeing to these Terms and Conditions you agree that all fees associated with your registration to the Event are payable in full as per I-Squared Communications Ltd payment terms. You may register on behalf of others, however you are deemed to be liable for all associated fees for all the participants you register.

2.3 Unless we receive an explicit written request in advance from you confirming that you do not wish to share your contact information, you acknowledge and accept that we retain the right to publicly announce our business relationship with you which shall include but not be limited to announcements on social media. Such announcements shall not be derogatory or otherwise adverse to your business.

2.4 By registering or attending for this event registrants and attendees give permission for their contact information to be shared with associated third-party vendors, event sponsors and be included into our and their newsletter list. You acknowledge and accept that participation contact details will be kept on our database, which will be used exclusively by us or our authorized partners including but not limited to media partners, sponsors and exhibitors. We do not record or store credit card information.

2.5 We retain the right to modify the Terms and Conditions with or without notice.

3. Bookings

3.1 All applications to register for the event are subject to availability and you making full payment. If payment is not received prior to the Event we retain the right to refuse attendance.

3.2 Registration information shall be sent to you by email at least two days prior to the Event. If you have not received the registration information by that date you shall contact us by email.

4. Prices and Payment

4.1 All prices advertised on our site are quoted in USD and are subject to VAT and other local taxes that shall be applicable.

4.2 All prices advertised on our site are accurate as the date that they are published by us. We reserve the right to make changes to any of the advertised prices from time to time.

4.3 In order to qualify for any "early bird" rates, bookings and payments must be received before the deadline date listed on our site and/or other Event marketing material.

4.4 Bookings received less than two weeks before the Event can only be paid by card.

5. Changes to the Event, Substitutions and Cancellations

5.1 If you cannot attend the Event, we will be happy to accept a substitute colleague at any time. Requests for substitutions will only be accepted by e-mail indicating the name of the cancelled delegate as well as the name, job title and contact details of the substitute who must be from the same organisation. An administration fee of \$50 will be applied for substitutions.

5.2 Should your circumstances change and you are unable to attend the Event, notification of cancellation must be made by email. The rules that apply in case of cancellation are as follows:

a) If cancellation is notified 8 weeks or more prior to the commencement of the Event 50% refund shall be applied

b) If cancellation is notified less than 8 weeks prior to the commencement of the Event no refund shall be applied and the registration fee will remain due in full

Please note that an administration fee of \$100 will be applied for all cancellations, amendments to your booking and/or irrespective of whether a refund shall be applied or not. In case of any refund the administration fee of \$100 will be applied.

5.3 We reserve the right to alter the advertised content, program, timing, location and/or advertised speakers and/or other participants of the Event. We shall not be liable for any refunds due to such changes.

5.4 Should the Event be jeopardised due to unforeseen circumstances or circumstances outside our control including but without limitation, acts of God, floods, lightning, storm, fire, explosion, war, military operations, acts of terrorism or threats of any such acts, any strike action, lock-outs or other industrial action and a pandemic, epidemic or other widespread illness we will make all reasonable endeavours to find an alternative venue or postpone the Event. Should such a situation occur, your registration fee will be transferred to the new date and/or venue of the Event but we shall not be liable to you for travel, accommodation or other costs and expenses incurred (included wasted costs and expenses).

5.5 We reserve the right to cancel the Event at any time and at our sole discretion. In the event of such a cancellation, we will refund any registration fees paid and this refund shall be the full extent of our liability to you arising out of such cancellation. In the event of cancellation, we will use reasonable endeavours to alert those who have booked to attend the event and details of any cancellation will be posted on the appropriate event website. You are responsible for checking this information prior to the event. Should such a situation occur, we shall not be liable to you for travel, accommodation or other costs and expenses incurred (included wasted costs and expenses).

6. Speakers

6.1 If you are speaker at the Event your papers must be objective and completely free of advertising and commercialism.

6.2 Unless you advise us in writing to the contrary, we retain the right to audio and/or video record your session and this recording may be reproduced and sold as part of the overall conference materials. We also retain the right to reproduce copies of your presentation including but not limited to PowerPoint slides and supporting handouts printed and/or electronically and these may be sold as part of the overall hand-out materials during and after the Event. The abstract of your presentation can be shared and reproduced by us, even in the case you advise us in writing that you do not wish your presentation to be shared.

6.3 Any acknowledgement with regard to and/or in connection with Copyright or other Intellectual Property rights must be included at the end of your abstract/presentation.

7. General Provisions

7.1 Photography, recording and filming in the premises of the Event is only allowed for personal and non-commercial use unless we provide our express consent in writing.

7.2 If you are a speaker at the Event or you present or distribute or hand out material of any kind at the Event we retain the right to use your name and presentation materials for promoting attendance and/or participation at the Event or future events. Your presentations and papers including all associated artwork and illustrations used at the Event will not be returned unless specifically requested by you.

8. Liability

8.1 Our website may link to other websites and networking tools provided for the convenience of the users. The contents of these websites are maintained by their owners, for which we take no responsibility neither can responsibility be taken for contents of any website linking to this website. Use of these sites is at your own risk and we do not assume responsibility.

8.2 Views expressed by speakers are their own. We do not accept liability for any advice given, or views expressed by any speaker or other participant at the Event or in any material provided.

8.3 We are not liable for any breach of our obligations resulting from causes beyond our reasonable control.

9. Non-Discrimination Policy

We will use our reasonable endeavours to comply with all US Federal, State of Massachusetts, UK and European laws applicable in relation to discrimination on any grounds. Accordingly, we are committed to providing equality of opportunity and fair treatment for all. We will not intentionally discriminate on the basis of gender, age, marital status, sexual orientation, ethnic origin, religion, culture or disability in dealing with all participants.

10. Governing Law

These terms and conditions are governed by English Law and the Courts of England and Wales shall have exclusive jurisdiction to determine any disputes which may arise under them. Should you have any questions or require further information about these Terms & Conditions please do not hesitate to contact I-Squared Communications Limited using the following details:



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