

TERMS AND CONDITIONS

§1. General provisions

1. The conference “Actin and Actin-Binding Proteins in Health and Disease” will be held on June 27-30, 2022 at Kazimierz Wielki University in Bydgoszcz, Poland.
2. Registration for the conference implies acceptance of the Terms and Conditions.
3. The official website of the conference is: <https://actinconference.ukw.edu.pl/>
4. By posting a photo on the User's profile, the Participant agrees to its publication on the Conference website.
5. The conference will be held in a hybrid mode (on site and online).
6. Due to the conference venue space limits, up to 100 on-site Participants will be accepted. Acceptance will depend on the order of registrations.
7. The conditions for participation in the conference are:
 - a) login to the conference website,
 - b) online registration,
 - c) payment of conference fee,
 - d) for on-site Participants, personal confirmation of presence at the registration desk on the day of the conference.

§2. Registration

1. Registration for the conference can only be made via online registration form on the website: <https://actinconference.ukw.edu.pl/>.
2. Before registration, Participants are required to set up a user account.
3. After logging in to the user's account, Participants are required to complete the registration form.
4. Participants will receive user registration notification to the e-mail address provided in the registration form. If notification is not received within 2-3 days of submission, please check your spam folder/junk mail or contact the Conference Office to confirm your registration status.
5. All registered Participants must pay the required registration fees. Registration is valid only after payment has been made.
6. The registration fee should be paid on the dates specified on the conference website.
7. Abstracts can be submitted after registration is completed.
8. Abstracts submitted and accepted by April 30, 2022 will be included in the Abstract Book.
9. Participants are required to provide correct data on the registration form. The organizers are not responsible for any consequences of providing false and/or incomplete information.
10. In order to protect the Participant's data and to observe the right of informational self-determination with regard to the collection, processing and use of personal data, the organizers will collect and store all personal data only for the preparation and execution of the conference.

§3. Fees

1. Information about fees is posted on the website: <https://actinconference.ukw.edu.pl/>
2. Registration fee includes: entrance to conference room and exhibition hall, conference materials, lunches, coffee breaks, participation in Welcome party, Gala Dinner, Archaeological Tour (optional).
3. Registration fee does not cover the costs of accommodation.
4. Registration fee depends on the type of participation and date of payment posted on the conference website.

§4. Payments, Invoices

1. The following types of payment are available:
 - a) payment to the Bank account provided on the conference website; the bank account details are available to registered Participants;
 - b) payment by online payment system (credit card) available to registered Participants.
2. All payments should have the following notification: Participant's Name(s) + Actin Conference.
3. Bank expenses connected to money transfer must be covered by the Participant.
4. An invoice will be issued in the name of the payer.
5. If it is necessary to issue an invoice for the institution, prior contact (before making the payment) with the Conference Office (actinconference@ukw.edu.pl) is required.
6. Participants who agree to receive an electronic invoice during registration will receive the invoice in pdf format sent within 14 days to the e-mail address provided in the registration form.
7. Participants who do not agree to receive an electronic invoice during registration will get an original paper invoice during the conference.
8. The date when the transfer has been made (in accordance with the deadlines mentioned on the conference website) will be considered as the date of Participant's registration. Should one deadline be missed, the next applicable fee will be charged.
9. Admission to the conference is possible only after payment of the fee.

§5. Cancellation terms and fees refund

1. Cancellations have to be sent by e-mail to the Conference Office: actinconference@ukw.edu.pl . The date when the e-mail resignation was sent is binding.
2. Handling fee (10% of the registration fee) related to resignation will be withdrawn.
3. If notice of cancellation is received before April 30, 2022, 90% of fee will be refunded.
4. If notice of cancellation is received between May 1 and May 30, 2022, 50% of full registration fee will be refunded.
5. For cancellation received after May 31, 2022 no refund will be possible.
6. No-shows: payment will not be refunded.

7. Cancellation of accommodation – please contact the hotel directly to ask if it is possible to cancel your accommodation and get a refund – we cannot guarantee this because each hotel has its own cancellation policy.
8. All refunds will be made after the end of the conference.
9. Participants have the right to delegate another person to attend the conference on their behalf without any extra charge. Notification has to be sent by e-mail to actinconference@ukw.edu.pl within 5 working days before the conference.

§6. Participant's duties and responsibilities

1. All Participants are required to wear their ID badge in a visible location during the conference and all accompanying events and show their ID badge on request to the conference personnel and security.
2. Participants have full material liability for damage done by them both on the premises of the facilities where any conference activities are conducted and in the Participants' places of accommodation.
3. The organizers are not responsible for personal belongings which may be lost, damaged or stolen during the conference.
4. During the conference the Participant is obliged to comply with fire and safety regulations at the conference venue.

§7. Final provisions

1. The organizers reserve the right to make changes in the conference program. The current program is published on the website: <https://actinconference.ukw.edu.pl/>.
2. If the conference does not take place due to reasons dependent solely on the organizers, the organizers shall immediately return payments paid by the Participants to the indicated bank accounts.
3. If the conference does not take place for reasons caused by "force majeure", the Participant is not entitled to compensation or reimbursement of any fees related to participation in the conference, as well as additional costs of the ordered services.
4. To all matters not settled herein, provisions of the Polish Civil Code shall apply.
5. Any disputes that may arise from participation in the conference shall be settled by Polish courts on the grounds of the Polish procedure.
6. The following Terms and Conditions come into effect on the date of their posting on the website: <http://actinconference.ukw.edu.pl/>