

# Registration Terms and Conditions

## A. Registration Process and Payment Methods

1. Registrants will be able to select the early fee up until 18:00 GMT 10<sup>th</sup> August. If payment has not been received by 18:00 GMT 10<sup>th</sup> August, registrants will be charged the late fee. The latter applies also to registrants submitting registration orders, bank/wire transfers, checks, and credit card payments that are denied.
2. Conference registrations will not be confirmed until the completed form and the correct payment is received and processed by the Registration Office.
3. Registrants should obtain confirmation from the Registration Office before committing to other travel arrangements.
4. The IB'08 organizer cannot be responsible for your spam filters blocking your confirmation email. Please be sure your spam filters will allow mail from www.imbio.de and the conference coordinator.
5. Accommodation costs are not included in the conference registration fee. Attendees are responsible for making their own lodging arrangements.
6. Capacity is limited to 150 attendees. Registrations will be handled on a first-come, first-served basis.
7. Payment of Web-site registration must be made using the credit cards VISA and MASTER CARD.

## B. Cancellation Policy

1. Conference registration can be cancelled only in writing to  
IB'08 Conference Registration Office  
c/o U. Scholz  
Corrensstrasse 3  
D-06466 Gatersleben  
Germany
2. Conference registrations cancelled on or before 10<sup>th</sup> August 2008 will be entitled to a 75% refund. Registrations cancelled after 10<sup>th</sup> August 2008 will not be entitled to a refund.
3. Substitutions may be made at any time. If you wish to substitute a participant, please contact the Conference Registration Office at the earliest opportunity.
4. All refunds will be made after the Conference and within two months.

## C. Conference program

1. Conference program is subject to change

## D. Participation and Behavior on IB'08 Activities

1. IB'08 attendees are expected to behave professionally. Excessive use of obscene language, abusive behavior, or threatening behavior directed to any other conference attendee is not conducive to a learning environment.

## E. Personal Information

1. Please note that participant contact details will be kept on the IB'08 database, which will only be used by IB'08. Credit card information will NOT be stored in this database.
2. Unless the Registration Office has received an explicit request from registrant disallowing to share his/her contact information (through the Registration Form), a list of all attendees, their affiliation institutions and e-mail addresses will be included in the delegate packs.

3. The e-mail addresses will also be used to circulate last minute details and announcements of future IB'08 events.
4. If you would like your record to be deleted after the conference, please notify IB'08 by email (lange@ipk-gatersleben.de) or in writing to the IB'08 Registration Office.

#### **F. IB'08-provided Internet and Computer Access**

The following uses of IB'08-provided Internet and Computer use are not permitted:

1. To violate any local, state, or federal law;
2. To vandalize, damage, or disable the property of another individual or organization;
3. To access another individual's materials, information, or files without permission;
4. To use scanning or hacking exploit tools on public networks; and,
5. To violate copyright or otherwise use the intellectual property of another individual or organization without permission.

#### **G. Liability**

Neither IPK nor any of its employees hosting IB'08 are liable for loss or damage to the Registrants' equipment or any other property under the care, custody or control of the Registrant unless caused by gross negligence or willful misconduct of the host organization's responsible personnel.

#### **H. Jurisdiction**

Any dispute arising between a registrant and the IB'08 hosting organization or its employees in connection with the above stated Terms and Conditions, including, but not limited to, any question regarding their existence, validity or termination, the disputing parties are not able to settle in an amicable way, shall be submitted to the jurisdiction of the German Court which is locally competent in Gatersleben. These Terms and Conditions shall then be governed and construed in accordance with German Law.