



Neurodegeneration with  
Brain Iron Accumulation

## 7<sup>th</sup> International Symposium on NBIA and related disorders

Lausanne, Switzerland  
1-3 October 2020

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### GENERAL TERMS AND CONDITIONS

#### DEFINITIONS

The 7<sup>th</sup> international symposium on NBIA and related disorders 2020 to be held in Lausanne, Switzerland from March 1-3, 2020.

The NBIA Suisse, hereafter referred to as NBIA symposium Secretariat, oversees the Symposium Secretariat and is responsible for registration services, abstract management, sponsoring and exhibition management.

Symposium Secretariat and Registration:  
Nbiasuisse@gmail.com; +41 79 208 72 05

These General Terms and Conditions are valid for each attendee registered for the 7<sup>th</sup> International Symposium on NBIA and related disorders, October 1-3, 2020, Lausanne, Switzerland.

Any person, delegate, allied professional, student, media representative, speaker, or exhibitor may be considered an attendee.

#### SYMPOSIUM REGISTRATION

The registration deadlines are as follows:

- Early registration deadline: 15<sup>th</sup> June 2020
- Standard registration deadline: 1<sup>st</sup> September 2020
- Then onsite registration will be possible according to the places left

Only fully completed registrations will be accepted. The registration fee is based on the date of receipt of registration and payment in full in accordance with the deadlines mentioned above. Should a deadline be missed, the fee for the next applicable deadline will be charged automatically. Registration will only be confirmed upon receipt of payment in full.

The organizers reserve the right to change the prices at any time to offer special rates for a limited duration, but changes will not affect registrations, which have already been confirmed by the organizers. Registrations made under a special rate are available to public institutions only and cannot be applied to private companies.

The registration fee for delegates, allied healthcare professionals and students includes entry to all official Symposium sessions.

To be eligible to register for the conference, attendees must be at least 18 years old. Attendees may be asked to present an official identity card stating their age.

Should the maximum attendee capacity be reached, the organizers reserve the right to refuse any registration.

## **MSc./PHD STUDENTS, RESEARCH STUDENTS, STUDENTS AND PATIENT ORGANIZATION REPRESENTATIVE**

MSc./PhD Students, research students have to provide a confirmation signed by the head of department at the moment of their registration by e-mail or together with the hardcopy of the registration form. Students have to provide a copy of the Student's ID or a confirmation signed by the head of department at the moment of your registration by e-mail or together with the hardcopy of the registration form. Patient organization representative have to provide a confirmation signed by the head of the organization at the moment of your registration by e-mail or together with the hardcopy of the registration form.

If proof cannot be presented the regular participant, registration fees apply. Confirmations handed in at a later stage cannot be considered.

## **NBIA ALLIANCE MEMBERS/PATIENT ORGANIZATION REPRESENTATIVE**

To benefit of this special rate you have to be a member of the NBIA alliance respectively Patient organization representative.

Only attendees from the academia/government can benefit of the special rate.

## **METHODS OF PAYMENT**

Payment is required at the time of registration. It should be made in In Swiss Franc (CHF) only:

Bank Transfer: Attendees should complete the relevant section of the Registration Form.

Beneficiary: NBIA symposium, NBIA Suisse, Lausanne/Switzerland

Bank: Banque cantonal Vaudois, Place St. François, Lausanne/Switzerland

BCV BIC: BCVLCH2LXXX

IBAN: CH34 0076 7000 R547 2470 5

**Please note the reason of payment: registration fee**

**Please note that all transfer costs shall be prepaid by the sender. Cheques will not be accepted.**

## **LETTER OF CONFIRMATION/PAYMENT RECEIPT**

An email of confirmation/payment receipt will be sent by email once the NBIA Symposium Secretariat has received the fully completed registration form and the related payment. Attendees must present this confirmation/payment receipt at the registration counter as proof of their registration and payment.

## **VISA REQUIREMENTS**

It shall be the sole responsibility of attendees to take care of their 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 organizers will not directly contact embassies and consulates on behalf of visa applicants.

The registration fee minus a handling fee of 75 CHF will be refunded after the Symposium, if the visa was applied for in time and an official proof from the embassy confirming that a visa could not be granted, is forwarded to the Secretariat no later than 30 days after the Symposium (October 4, 2020).

## **CERTIFICATE OF ATTENDANCE**

A certificate of attendance for regular delegates, Allied Healthcare Professionals and students/post-docs shall only be available on site during the conference. No certificate shall be issued after the Symposium.

## **REGISTRATION CANCELLATION POLICY**

Notification of cancellation shall be made in writing and sent to the NBIA Symposium Secretariat by e-mail. The notification shall 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 before the early registration deadline (June 1, 2020), a handling fee of 75 CHF will be charged.

For cancellations received until August 15, 2020, 50% of the paid registration fee will be refunded. No refunds will be made for cancellations received after this date.

Refund requests will be processed after the conference only. They shall be made in writing and sent to the NBIA Symposium Secretariat by e-mail no later than 30 days after the Symposium (October 4, 2020). No refund request will be processed after this date.

Credit will not be given for unattended events or early termination of attendance.

## **MODIFICATION OF THE SYMPOSIUM PROGRAM**

The Symposium organizers reserve the right to modify the program, which is published as an indication only.

## **FILM, PHOTO AND VIDEO RECORDINGS**

The NBIA Symposium Secretariat works together to create a comprehensive overview of the symposium interactions and events that may be of promotional interest to the society. Accordingly, please be advised that you may be filmed or photographed at any time (in the session rooms) and any presentations you deliver may be recorded.

Photos will be taken during the Symposium. It is probable that most of the participants will be captured on these media. The photographs will be used by NBIA Symposium Secretariat and NBIA Suisse and for non-commercial purposes, including – but not limited to – communicating about the event, promoting future events, informing about NBIA Symposium and NBIA Suisse activities, for fundraising purposes and to raise awareness around the rare disease cause.

NBIA Symposium Secretariat and NBIA Suisse undertake to use these materials in such a way as not to cause embarrassment or discomfort to the attendee(s) portrayed.

In registering for the 7<sup>th</sup> International Symposium on NBIA and related disorders you accept: to appear in these materials; to waive all copyright; and to waive all right to payment or other compensation; to waive all right to consultation or notice with respect to the use of these materials for a duration of 10 years as from the date of the Event.

Should you have any questions concerning our photography policy, please contact us.

## **DATA PROTECTION, PROCESSING OF CREDIT CARD DETAILS AND SHARING OF CONTACT DETAILS**

The acquisition, handling (which includes saving data, changes, transmission, blocking and erasing) and utilization of all personal registration data is executed pursuant to the prevailing data protection regulations. The NBIA Symposium Secretariat will collect and store all data.

When you register, you will be asked to complete the online form providing for: your name, address, e-mail address and telephone number. The above collected information is required to process and finalize your bookings (including sending booking confirmation e-mail to you). Should you choose to make the payment for your bookings with credit card, 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 order to protect and safeguard the personal data provided to us, appropriate business systems and procedures have been implemented. 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 the NBIA Suisse Symposium Secretariat until three months after the end of the Symposium.

The Symposium Organizer periodically share contact details of attendees with third parties that may use these details to contact attendees regarding activities at the Symposium or other communications which may be of interest. Selected data might therefore be passed on to third parties unless otherwise explicitly indicated by the attendee. Your contact details will only be forwarded if:

- Your explicit consent is given
- A third party has proven to the Symposium organizers that you have violated the rights of this third party and has thus demanded the disclosure of your data, or
- The Symposium organizers are obliged to give out your data due to for example a court order or an official order.

## **CANCELLATION OF THE SYMPOSIUM**

In the event that the Symposium cannot be held or is postponed due to events beyond the control of the Symposium organizers (force majeure) or due to events which are not attributable to wrongful intent or gross negligence on the part of the Symposium organizers, the Symposium organizers shall not be held liable by attendees for any damages, costs, or losses incurred, such as transportation costs, accommodation costs, financial losses, etc. Under these circumstances, the Symposium organizers reserve the right to either retain the entire registration fee and to use it for a future Symposium, or to reimburse the attendee after deducting costs already incurred for the organization of the Symposium and which could not be recovered from third parties.

## **LIABILITY**

The Symposium organizers shall be held liable in the framework of a duty of care as a respectable businessman according to statutory provisions. The liability of the Symposium organizers – for whatever legal reason – shall be limited to intent and gross negligence. The liability of commissioned service providers shall remain unaffected by same. Attendees shall take part in the Symposium at their own risk. Oral agreements shall not be binding if same have not been confirmed in writing by the Symposium organizers.

## **FULFILLMENT AND JURISDICTION**

This contract is subject to the law of Lausanne, Switzerland. The terms of this contract shall be fulfilled in Lausanne, Switzerland in the event of any legal claims arising from either party, Lausanne, Switzerland shall be the sole court of jurisdiction.

## **SALVATORI CLAUSE**

Should any clause in these Terms and Conditions be found to be ineffective or impracticable, the validity of the remaining Terms and Conditions shall not be impaired. The parties undertake to cooperate in order to replace the ineffective or impracticable clause by an effective or feasible clause, which results in the ineffective or impracticable clause being null and void.