



General Terms and Conditions

Definition

K.I.T. Group GmbH Dresden (hereafter referred to as K.I.T. Group) is the congress secretariat of the XV European Meeting on Glial Cells in Health and Disease, which takes place from July 5–9, 2021, as a hybrid conference (hereafter referred to as European Glial Meeting 2021). K.I.T. Group is authorized to act on behalf of the congress host, the Netzwerk Gliaforschung e. V. (Network Glia). K.I.T. Group is responsible for registration and abstract submission, corresponding delegate services, as well as exhibition and sponsorship management. These General Terms and Conditions are valid for each registered attendee of this European Glial Meeting 2021. Any person registered (scientist, student, press representative, invited speaker, exhibitor, sponsor etc.) is considered an attendee.

The Conference Host reserves the right to change the conference format from hybrid to purely virtual if external circumstances make it necessary.

Registration and Payment

The registration deadlines are as follows:

Early registration deadline:	February 24, 2021, 24:00:00 CET
Regular registration deadline:	June 28, 2021, 24:00:00 CET
On-site registration:	from June 29, 2021, 00:00:01 CET

The registration fee payment deadlines are as follows:

Early registration fee without abstract submission:	February 24, 2021, 24:00:00 CET
Registration fee for accepted abstract authors:	April 28, 2021, 24:00:00 CET
Regular registration fee:	June 28, 2021, 24:00:00 CET
On-site registration fee:	upon date of registration

Everyone who wants to attend the European Glial Meeting 2021, at the presence conference or virtual conference, must register. The registration to the congress is solely possible via the online registration form. With the completion of the online registration (by clicking the button "register and pay" at the end of the form) or handing in the on-site registration form on-site, the contract between K.I.T. Group and the participant is legally binding. K.I.T. Group is authorized to act on behalf of the congress host, the Network Glia.

Everyone who wants to register at a reduced registration fee (e.g. students, PhD students, press representatives, etc.) needs to provide the requested proof to K.I.T. Group upon registration.

The participant will receive an official confirmation of registration/ invoice from K.I.T. Group via email. All registration fees must be paid in due time according to the due date stated on the invoice. For applying for the early/ regular registration fee, payment in full must be made within the given deadlines. Otherwise, the congress organization reserves the right to change the registration to the higher registration fee and send a new invoice.



Payments are only accepted in EUR and can be made by credit card or by bank transfer. Any bank charges have to be paid by the participant. Cheques will not be accepted. All registration fees must be fully paid prior to the congress. If the payment is still outstanding at the first conference day, payment may be made on-site at the registration desk in cash or by credit card. Only after full payment has been received, the registration will be considered valid. Virtual attendees will receive the access link only after full payment shortly before conference.

In order to meet the impact of the Covid-19 pandemic it is **possible to change the registration from presence conference to virtual conference at any time**. In this case a handling fee of 20.00 EUR would apply. It is also **possible to change the registration from virtual conference to presence conference at any time** without extra handling fee. Only in case of not announcing this before arrival at the Marseille conference center, a handling fee of 20.00 EUR would apply. In both cases, the registration fee for the corresponding event format is due.

Visa requirements and invitation letter

It is the sole responsibility of the attendee to take care of his/ her visa requirements. Attendees who require an entry visa must schedule sufficient time for the application procedure. Attendees should contact the nearest embassy or consulate to determine the appropriate timing of their visa applications. It is recommended to apply for a visa at least three months in advance of the conference.

Everyone who requires an official letter of invitation can request it during the online registration. Invitation letters will be issued only for registered delegates, who fully paid their registration fee. Invitation letters will be issued electronically (as PDF file via email). Upon request, a hand-signed hard copy can be sent via regular mail service but will involve an extra service charge. Kindly note that tracking of regular mail is not possible and that mail delivery times are beyond the organizers control. Express delivery is possible upon request as well but will involve an extra service charge. Issuing the invitation letter does not financially obligate the congress organizers in any way. All expenses incurred in relation to the conference are the sole responsibility of the attendee.

Publication of Abstracts

According to the publication policy of the European Glial Meeting 2021, only abstracts from authors who have registered and fully paid the registration fees according to the payment deadline mentioned in their invoice, will be published in the abstract book. Furthermore, the poster must be presented from the author (or at least any of its co-authors) in person on-site or virtual.

Name badge

On arrival at the congress venue, every attendee needs to proceed to the registration desk first in order to pick up the name badge and the congress material. The name badge has to be worn at any time during the congress and entrance to the congress premises will only be allowed when presenting a valid name badge. If an attendee loses, misplaces or forgets the name badge, a handling fee of EUR 20.00 will



be charged for re-printing the badge. Upon handing out a new name badge, the lost badge will become invalid.

Virtual conference

All attendees who have announced to participate at the virtual conference and have paid the registration fee in full will receive the access data few days before the conference starts.

Personal data like name and email address will be shared with the provider of the virtual conference in order to enable the use of the platform. User movements within the platform are recorded for analytic purposes only. Those data will not be forwarded to any third parties.

Film, Photo and Video Recordings

Network Glia and K.I.T. Group are collaborating closely to create a comprehensive overview of the congress programme, interactions and events that may be of promotional interest to the society. Accordingly, please be informed that you may be filmed or photographed at any time (e.g. in the session rooms, or in the poster and exhibition area). With the registration to the congress, attendees confirm and agree to the publication of the above-mentioned photo/video material on conference-related websites or printed matters.

Cancellation Policy

All registration changes and cancellations must be communicated to K.I.T. Group in written form, i.e. via email, mail or fax.

In case of cancellation of the registration or cancellation of single bookings received by April 28, 2021, a processing fee of 50.00 EUR fee applies.

No refund will be given for any cancellations made after April 28, 2021, and the claim for the full payment of all registration fees remains, respectively.

In case there are travel restrictions at short notice (pronounced by the country of origin of the attendee, The Republic of France, The City Marseille, or the employer of the attendee), the attendee has an official quarantine notification for the time of the conference or in case of infection or illness, the registration can be converted into a virtual registration. The registration fee difference would be refunded. Official proof must be provided.

In case of cancellations due to rejection of the submitted abstract, your registration will be cancelled without any cancellation fee.

In case of cancellations due to denied VISA applications, the full registration fee minus a processing fee of EUR 50.00 will be refunded after the congress if the visa was applied for in time. To apply for the refund, a proof of timely application together with an official notice from the embassy confirming that a visa could not be granted needs to be forwarded to K.I.T. Group by email, mail or fax.

No refund will be given for unattended events and early termination of attendance.



Cancellation of the congress | Force Majeure

If the European Glial Meeting 2021 cannot be held (neither in Marseille nor virtual) or is postponed due to events beyond the control of the congress host ("force majeure"), neither the host nor the congress organizer can be held liable for any damages resulting for the attendees. Under these circumstances, the congress organizers reserve the right to either retain the entire registration fee and to re-book it for a future congress, or to reimburse the attendee after deducting costs already incurred for the organization of the congress, which could not be recovered from third parties.

Insurance

The registration fees do not include insurance of any kind. The organizers cannot accept any responsibility or liability for injuries or losses sustained as a result of any cancellations, accidents, illness or other occurrences that may arise in connection with the congress or its evening events. Participants are advised to organize appropriate travel and health insurance themselves.

Liability

K.I.T. Group only acts as mediator and is not liable for any losses of things, in accidents, destructions and damages of property and/or in the injury of persons, the reason does not matter. Participants and accompanying persons participate in all conference events on their own risk.

Place of Fulfilment

The court of jurisdiction is Dresden (Germany). The law of the Federal Republic of Germany applies. All dates and times mentioned in line with the European Glial Meeting 2021 refer to Central European Time (CET).

Severability Clause

If there is a determination of these Terms and Conditions to be ineffective or impracticable, then the validity of the Terms and Conditions remaining are not impaired. The parties are obligated 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 closed.

(as of March 19, 2021)