



12th International
Conference on Advanced
Vibrational Spectroscopy

27.08-01.09.2023
Krakow, Poland

TERMS AND CONDITIONS OF 12TH INTERNATIONAL CONFERENCE ON ADVANCED VIBRATIONAL SPECTROSCOPY ICAVS12

§1. General provisions

1. The 12th International Conference on Advanced Vibrational Spectroscopy takes place from 27 August to 1st September 2023 at Faculty of Chemistry Jagiellonian University (JU), Gronostajowa 2, 30-387 Kraków, hereinafter: Conference
2. The Conference is co-organized by the Faculty of Chemistry Jagiellonian University in Krakow and the International Society for Clinical Spectroscopy – CLIRSPEC, and it is managed by the Targi w Krakowie Ltd. as the Conference Organizing Office.
3. Registration for the Conference implies acceptance of the Terms and Conditions.
4. The official website of the Conference is the following: www.icavs.org
5. Conditions of participation in the Conference are as follows:
 - a. online registration through the website www.icavs.org,
 - b. making payment,
 - c. personal confirmation of your presence at the registration desk on the day of the Conference.

§2. Registration

1. Registration for the Conference can only be made via the online registration form available on the website: www.icavs.org.
2. All registered participants must pay the required registration fees. Participation in the Conference is possible only after the participant has made the payment.
3. If the payment for participant who has accepted abstracts will not be completed by 31st of July 2023, the contribution will be cancelled and not inserted into the Book of Abstracts.
4. All participants are required to fill out the payer's data carefully. The Organizers and the Conference Organising Office is not responsible for any consequences of providing false and/or incomplete information on the registration form.

5. After registration, participants will receive an automatically generated notification email to the email address provided in the registration form. If you did not receive a notification e-mail within an hour of submission of your registration, please check your spam folder/junk mail or contact the Conference Organizing Office to confirm your registration status (email icavs2023@targi.krakow.pl).
6. After registering, the participant will have access to his profile in the system, to check the status of the registration.
7. The final confirmation of participation and all ordered services will be available in the participant profile in the registration system.

§3. Conference registration fees

1. Information about fees is available on the website: www.icavs.org
2. The participant's registration fee includes: access to the entire conference programme, including Perspective Session, Opening and Closing Ceremony, Plenary Sessions and Oral Presentations, Company Workshops, Poster Sessions, Coffee Breaks, Lunches, tickets for public transport in Krakow valid for the entire duration of the conference. Additionally, the access to the Conference Book (pdf), the Book of Abstract (pdf) and other conference materials available online on the Conference website.
3. The accompanying person registration fee includes: access to the Coffee Breaks, Lunches, Welcome Cocktail, and the organised city tour.
4. The registration fee does not cover the costs of accommodation.
5. The cost of registration fee depends on its type.

§4. Payments, Invoices

1. The following types of payment are available:
 - a. payment to the Bank account, based on a proforma invoice that will be issued by the Conference Organising Office and will be available on the Participant's account in the registration system. Notification of issuing a pro forma invoice will be sent by e-mail to the e-mail address provided by the Participant in the registration form. All payments should have the following notification: Participant's Name(s) + ICAVS 2023 and the number of pro forma invoice,
 - b. payment by online payment system (credit card or quick transfer),
 - c. credit/debit card payment on site (Organizers do not guarantee place or conference materials).

2. Bank expenses must be covered by the participant.
3. Participants whose participation in the Conference constitutes a vocational education service and is financed entirely from public funds are entitled to VAT exemption in accordance with art. 43 sec. 1 point 29 lit. c of the Goods and Services Tax Act of March 11, 2004. with later changes. The condition for taking advantage of the exemption is sending the completed and signed by the financing unit the form "Declaration for the purposes of VAT exemption of training courses" in electronic form (scan or photo) to the email address ksiegowosc@targi.krakow.pl before making the payment for the conference and making a transfer for participation in the Conference from the account of the institution financing the training. The file with the Statement is available for download in the Conference registration system and, at the participant's request, it can be sent electronically.
4. After payment receipt, an electronic VAT invoice will be available to download directly from your personal registration account within 14 days after registration a deposit in the bank account.
5. If the payment invoiced in accordance with point 4 of this paragraph covers all orders placed, the final (settlement) invoice will be issued only at the Participant's request submitted no later than the end of the month in which the Conference begins. The Conference Organizing Office will not automatically send this document. The final invoice will be available for download directly from the Participant's account in the registration system.
6. The invoices referred to in points 4 and 5 of this paragraph will be issued on the basis of the data provided during registration (invoice data). The Conference Organizing Office inform that it does not correct the data entered incorrectly by the Participant on the issued VAT invoices.
7. The date when the bank transfer has been made (in accordance with the deadlines mentioned on the Conference's website) will be considered as the date of participant's registration. Should one deadline be missed, the price of the next applicable fee will be charged automatically.

§5. Cancellation terms and fees refund

1. All Conference participation cancellations have to be sent by e-mail to the Conference Organizing Office: icavs2023@targi.krakow.pl. The date when the e-mail resignation was sent is binding.
2. Handling fee related to cancellation is 350 PLN.
3. If notice of cancellation is received before July 28, 2023, payment will be refunded in full, except for an administrative fee of 350 PLN. Refunds will be paid after the Conference.

4. For cancellation received after July 28th, no refund will be provided.
5. No-shows without prior cancellation: payment will not be refunded.
6. Participants have the right to delegate another person to participate in the Conference on their behalf at no additional charge. The application should be sent by e-mail to icavs2023@targi.krakow.pl within 10 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.
2. All Participant's conference materials for Oral Presentations, Sessions, Flash Presentations etc. should be made in accordance with the Organizer's guidelines and instructions. The Organizers is not responsible for materials which are not compliant with the requirements.
3. During the Conference Participant is obliged to comply with fire and safety regulations at the Conference venue and to follow the Organizer's and Conference Organizing Office instructions.
4. Participants have full material liability for damage done by them both on the premises of the facilities where any conference activities are conducted.
5. The Organizers and the Conference Organizing Office is not responsible for Participants' belongings which may be lost, damaged or stolen during the Conference.

§7. Personal data protection and consent to their processing

1. Personal data will be processed in order to perform the contract the subject of which is participation in the Conference, in order to register participation in the Conference pursuant to art. 6 sec. 1it. b GDPR, on the basis of a contract concluded by accepting the Regulations.
2. Personal data will be used in accordance with the Act of May 10, 2018 on the protection of personal data (Journal of Laws of 2018, item 1000) and the Regulation of the European Parliament and the EU Council 2016/679 of April 27, 2016. on the protection of individuals with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46 / EC (Journal of Laws UE L. 119 of 04/05/2016).
3. The personal data administrators:
 - Targi w Krakowie Ltd. with headquarters at Galicyjska 9 street, 31-586 Kraków, entered in the Register of Entrepreneurs No. KRS 0000192313, kept by the District Court for Kraków-Śródmieście, XI Commercial Division. NIP: 676-10-50-090, REGON:

350952838. A Data Protection Officer has been appointed by Targi w Krakowie Ltd. A Data Protection Officer can be contacted via e-mail: iod@targi.krakow.pl.

- Jagiellonian University with headquarters in Krakow, Gołębia 24 street, 31-007 Kraków, REGON: 000001270, NIP: 6750002236, Faculty of Chemistry of the Jagiellonian University with headquarters at Gronostajowa 2 street in Kraków (30-387), represented by the Dean of the Faculty of Chemistry of the Jagiellonian University, prof. dr hab. Wojciech Macyk, acting on the basis of the proxy of the Rector of the Jagiellonian University No. 1.012.870.2020 of 1/9/2020, with the countersignature of the Chancellor of the Jagiellonian University.

A Data Protection Officer has been appointed by the Jagiellonian University who is based at 24 Gołębia Street, 31-007 Krakow. The Officer can be contacted via e-mail: iod@uj.edu.pl.

- The International Society for Clinical Spectroscopy - CLIRSPEC, based in Manchester, M16 0AT at 32 Bury Avenue in Great Britain, represented by the Directors of the Board – Dr. Alex Henderson and prof. Hugh Byrne.

A Data Protection Officer has been appointed by The International Society for Clinical Spectroscopy who is based in Manchester, M16 0AT at 32 Bury Avenue in Great Britain. The Officer can be contacted via e-mail: admin@clirspec.org.

4. The data administrators will process the personal data of the Participants for the purpose of implementing the contract concluded in connection with participation in the Conference, as well as for the purpose of marketing their own products and services in a traditional form and for other purposes for which the Participant has consented (such as sending commercial information by electronic marketing, direct marketing by phone, marketing of products and services cooperating with the Administrators or resulting from the Participant's instructions or the agreement between the Organizers, the Conference Organizing Office and the Participant (in particular, consideration of applications, complaints).
5. The Administrators may entrust the personal data of Participants to other entities (subcontractors or business partners) for processing, in accordance with the principles set out in the Regulation of the European Parliament and the EU Council 2016/679 of 27 April 2016 on the protection of individuals with regard to data processing personal data and on

the free movement of such data and the repeal of Directive 95/46 / EC (Journal of Laws UE L 119), the Administrators keeps a register of persons authorised to process personal data.

6. Providing their personal data by Participants is always voluntary. However, failure to provide data marked as necessary makes it impossible to conclude an agreement related to the application for participation in the Conference.
7. Participants has the right to: access their data and rectify it, delete it (unless further processing is necessary to comply with legal obligations or to establish, investigate or defend claims), limit its processing, transfer such data, object to its processing.
8. Consent may be withdrawn at any time. Withdrawal of the consent does not affect the legality of the processing carried out prior to its withdrawal. The withdrawal of consent to the processing of personal data may be sent by e-mail to the following addresses:
iod@targi.krakow.pl, iod@uj.edu.pl, admin@clirspec.org.
9. The full information clauses are available here: <https://targi.krakow.pl/gb/news/information-on-your-personal-data.html>, <https://clirspec.org/privacy-policy/>,
<https://iod.uj.edu.pl/obowiazek-informacyjny>

§8. Consent to record and use the image

1. Participants agree to the free use of their image recorded in the Conference materials, films, presentations, as well as during the Conference and in the Organizer's and the Conference Organizing Office's promotional and information materials.
2. Participation in the Conference is tantamount to granting free consent to record, film, or make any other record of the Participant's image or statements in connection with the Conference and to transmit, distribute, show, share this image and voice via the website, television, press releases, and social media for the purposes of presenting the event or the Organizer's and the Conference Organizing Office activity. The Participant is not entitled to any claims against the Organizers and the Conference Organizing Office in this respect.

§9. Copyright

1. The Conference, the Program of the Conference and all methods presented during the Conference are protected by law in accordance with applicable regulations. By participating in the Conference, the participant does not acquire any rights to dispose of proprietary copyrights.

2. Copying the materials of the Conference and / or recording the Conference, as well as making such materials and recordings available to third parties, is illegal and is subject to the criminal liability described in the Act on Copyright and Related Rights (Journal of Laws of February 4, 1994, No. 24, item 84, as amended).
3. The participants declare that they have proprietary copyrights or the necessary licenses to the published materials. Participants declare that the publication of materials and their content is in accordance with the law and does not infringe the rights or goods of third parties.
4. In the event that third parties raise justified claims against the Participants resulting from the violation of the rights referred to in paragraph above, by publishing the materials provided, the Party providing the contested materials undertakes to satisfy claims and pay royalties or damages that the Organizers would have to bear, together with all costs incurred for breaches.
5. By participating in the Conference the Participant grants the Organizers an unlimited, non-exclusive, unlimited territorially, quantitatively and qualitatively license with the right to grant a sub-license of the same scope as the license to use the materials and the abstract in whole or in part, independently as part of a collective work, in combination with works and elements freely selected by the Organizer, as well as its studies, adaptations and all the created materials, graphics, fragments, shots, documentation - for information, documentation and educational purposes of the Event itself, including in particular its use, sharing on the Internet, Intranet, as well as part of any telecommunications services with the use of any systems and devices on the Platform and on other Organizer's websites.
6. The license referred to in sec. 5 above (hereinafter referred to as the "License"), is granted to the Organizers upon presenting during oral presentation - in terms of the materials and upon sending the abstract - in terms of the abstract and includes the use of the materials and the abstract in the following fields of use:
 - a) recording and reproducing the materials and the abstract using magnetic recording technique and digital technology (including DVD, magneto-optical carriers);
 - b) in the scope of disseminating the materials and the abstract - public performance, display, playback and broadcasting, as well as public sharing of the materials and the abstract on the Internet, including the platform using all available techniques, including using the Internet, Intranet and other computer networks, broadcasting the materials and the abstract via multimedia and ICT networks;
 - c) modifying the materials and the abstract in whole or in part and developing it in whole or in part, including, inter alia, the right to correct, modify and change the entire materials and the abstract or its individual elements.

7. The license also includes the Organizer's right to exercise dependent rights to the materials and the abstract in all the fields of use referred to in sec. 5 and 6 above; including in particular the right to make changes to the materials and the abstract and prepare it and use it.

§10. Final provisions

1. The Organizers reserves the right to make changes in the Conference program. The current program is published on the website: www.icavs.org.
2. If the Conference is not held for reasons caused by "force majeure", the Participant is not entitled to compensation or reimbursement of any fees related to participation in the Conference. Force majeure is considered to be e.g. epidemics, strikes, riots, fire, flooding and weather phenomena such as lightning, hurricane, flood, hail, rain, as well as obligations under sanitary or epidemiological regulations, conclusion of agreements on their basis preventing or limiting the organization of the Conference, or the introduction of other regulations according to which the organization of the Conference will not be possible.
3. To all matters not settled herein, provisions of the Polish Civil Code shall apply.
4. Any disputes that may arise from participation in the Conference shall be settled by Polish courts on the grounds of the Polish procedure.
5. The following Terms and Conditions come into effect on the date of their posting on the website: www.icavs.org.