



112.BIBLIO CON 2024

offen.lokal.global.

04. - 07.06.2024 | Hamburg



GENERAL TERMS AND CONDITIONS

1. Preliminary Remarks*

K.I.T. Group GmbH Association & Conference Management (hereinafter referred to as "K.I.T. Group" or "Organiser") is the Professional Conference Organiser (PCO) of the 112thBiblioCon2024 in Hamburg, 4 June - 7 June 2024. The event will take place as an attendance event. The PCO supports the Conference Secretariat and is responsible for the organisation and implementation of the event including program coordination, abstract management, registration, sponsorship, and exhibitor organisation.

These terms and conditions apply to any person attending the 112thBiblioCon2024, 4 June - 7 June 2024 in Hamburg (hereinafter referred to as "Conference").

*For reasons of readability, these General Terms and Conditions refrain from using gender-specific formulations. Insofar as personal terms are only used in the masculine form, they expressly refer to all genders in the same way.

2. Conference fees and Registration

Conference registration is possible online 24 hours a day within the registration periods. The following periods apply for Conference fees:

Early registration: until 05.04.2024, 24:00 CET

Late registration: as of 06.04.2024, 00:01 CET

The valid Conference fee depends on the date of receipt of the registration according to the above-mentioned dates. If a registration deadline is missed, the next fee will be charged automatically. The final registration can only be confirmed after full payment has been received.

Registration during the Conference is still possible online or on-site during the registration desk opening hours.

Registrations will only be considered if a completed online registration is available, and the respective Conference fee has been received in full on the Organiser's account within the due date. The online registration is completed by clicking the button "Register and payment" at the end of the online form. Should the maximum number of participants be reached, the Organiser reserves the right to refuse further registrations.

The minimum age for Conference registration and participation is 18 years.

The registration fees for participants include:

- Access to and participation in all scientific and public program items of the Conference as well as the opening and closing events.
- Access to and participation in the streamed program of the Conference.

3. Reductions

Trainees, students (including those on part-time courses of study), participants in professional training courses, trainee teachers, unemployed and pensioners are eligible for reduced rates. Proof of eligibility, valid at the time of registration and for the duration of the event, must be submitted with the registration. If no proof is submitted, the regular Conference fee without discount will be charged.

Representatives of the press can register free of charge by enclosing a copy of their press card.

4. Group booking

Registrations for more than ten people will be processed separately as a group booking. Please contact the K.I.T. Group registration department at registrierung@bibliocon.de for this purpose. If the prepaid amount is not fully used during the pre-registration process, the remaining amount can be used for on-site registration. Participation fees for badges that have been paid for but not used (within the above deadlines) will not be refunded.

Only fully completed group registrations and fully completed name lists (including participants' full name, individual email address and postal address) will be accepted. The K.I.T. Group registration department cannot be held responsible for double bookings of an individual participant or group by another company or organisation.

5. Name badge

All participants who have registered by 3 June 2024 and paid the registration fee in full will receive a booking confirmation with their personal QR code. This confirmation must be brought to BiblioCon2024 to print out the name badge yourself at the "participant badge" terminals in the entrance area of the CCH.

All other participants will receive their documents on site at the registration desk.

6. Payment options

The registration fee must be paid in advance. Payments can only be accepted in EUR and include the applicable VAT rate. The following payment options are available:

a) Credit card (Visa, Master/Eurocard, American Express)

b) Bank account for transfer of the Conference fee:

Account holder: K.I.T. Group GmbH, Kurfürstendamm 71, 10709 Berlin (Germany)

Bank: Commerzbank AG, Kurfürstendamm 237, 10719 Berlin,

IBAN: DE66 1008 0000 0514 0018 04

SWIFT CODE: DRESDEFF100

Reason for payment: BiblioCon2024, name, participant number

Any transfer fees are to be paid in full by the participant. Transfers without cleared fees will be considered incomplete and unpaid.

7. Confirmation/Payment Receipt

Confirmation of registration will be sent by e-mail to the e-mail address provided as soon as the Organiser's registration department has received the completed online registration form and full payment.

8. Certificate of Attendance

All persons who have attended the Conference will receive an e-mail with the certificate of attendance after the Conference.

9. Change of name/Replacement person

For a name change to an existing Conference registration, a processing fee of 15.00 EUR will be charged.

In addition to the new registration form, a proof will be required for the person, if booked, to retain the reduced fee. Without such proof, reductions cannot be considered and the participation fee valid at the time of booking will be charged. Name changes or the naming of substitute persons can only be made up to and including the registration deadline of 31.05.2024 with full details of the participant.

10. Lost name badge

The name badge must be always worn by all participants during the Conference. No access to the Conference premises can be granted without a name badge. A processing fee of 15 EUR will be charged for reissuing lost or forgotten name badges. The original name badge will thereby lose its validity.

11. Cancellation conditions

Changes and cancellations of the registration must be made in writing (e-mail) and are to be addressed to: K.I.T. Group GmbH, Kurfürstendamm 71, 10709 Berlin, Germany
registrierung@bibliocon.de

The following cancellation conditions apply:

- a) In case of cancellation of the registration up to and **including 30 April 2024** (the date of receipt of the cancellation notification is decisive), a processing fee of 50% of the fee concerned will be charged.
- b) Cancellation of the registration **after 1 May 2024** will incur a processing fee in the full amount of the respective fee concerned; in these cases, a refund is excluded.

In case of payment by bank transfer, the notification of cancellation must include the bank details for a possible refund of the registration fee. In case of objection and self-inflicted return debit note, an additional processing fee of 35.00 EUR incl. VAT will be charged.

All refunds because of timely cancellation will be made within 90 days of the conference. Requests for refunds must be made in writing no later than 14 days after the event. Any later request can no longer be considered.

12. Non-participation

A refund of the registration fee due to non-participation or prevention of participation is excluded, regardless of the reason.

13. Changes to the program

The Organiser reserves the right to change the program at any time in terms of time, location, subject matter, and content (to the program schedule, the naming of speakers, the technical environment, program duration, etc.). There shall be no entitlement to holding a specific event, to a specific duration of the event or the imparting of specific content. Changes to the program do not give rise to any right of withdrawal on the part of the registered persons, provided that the event's character as a scientific training event in the stated specialist area is not affected by the changes.

14. Cancellation, Cancellation or Conversion of the Conference

If the event cannot take place or is postponed, or if the organizer is prevented from fulfilling its obligations in connection with the event through no fault of its own due to external, unforeseeable events for which it is not responsible ("force majeure"), or if circumstances arise which could not have been foreseen and of which the organizer would not have concluded this contract under these terms and conditions had it been aware and the elimination of which is not possible by economically reasonable means ("hardship"), the organizer shall have the right to cancel the event immediately after the aforementioned circumstances become known and/or to terminate the event without any liability and shall be released from its obligations to the participants. Any claims against the organizer for reimbursement of costs or expenses (e.g., transport or accommodation costs) are excluded.

This also applies to a cancellation of BiblioCon2024 due to the regulations, laws, ordinances, and other decrees applicable at the time of cancellation in connection with health-related situations.

In the above cases, the Organiser reserves the right, if possible, to convert the event completely into a digital format, to hold it and to have it take place on the known event dates. In this case, all participants with a completed registration will automatically remain registered for the digital event and any Conference fees already paid will be credited in full. Fees paid for special events such as the social program and/or city tours will be refunded.

If you do not agree, you can declare your withdrawal from participation in the digital Conference in writing to registrierung@bibliocon.de within 10 working days after publication of the conversion decision on the Conference website. The date of receipt of your declaration by the Organiser is decisive for compliance with the deadline.

Persons with confirmed and paid registration will be refunded the fees already paid within 30 working days after the originally scheduled event date. The refund amount is limited to 75% of the payment made. A balance of 25% of the payment made will be used as a processing fee to cover the costs incurred in connection with your registration.

This regulation on reimbursement applies equally if the Conference cannot take place either on-site or digitally for the reasons stated in approach 1 and must be cancelled completely. Further claims for damages or reimbursement of expenses (preparation costs for Conference participation) are excluded on all sides.

15. Hygiene and Safety Regulations / House Rules

Participants are obliged to inform themselves about the currently valid regulations, laws, ordinances, and other decrees that apply in connection with health-related situations before participating in the event. Furthermore, participants are obliged to comply with the hygiene and safety measures and concepts issued by the event venue and/or the organisers.

By entering the venue, each participant recognises the venue's house rules, which can be viewed at the registration desk. The participant is aware that the consumption of food and beverages brought to the event is not permitted. In particular, the participant acknowledges that local dietary restrictions or regulations may restrict the catering on offer.

16. Conditions for booking city tours

The city tours have been organised and are conducted by members of the Hamburger Gästeführerverein e.V..

The quoted prices include 19% VAT and are valid for a minimum of 12 participants. If these are not reached by 15.04.2024, the tour cannot take place and the participation fee will be refunded. We reserve the right to adjust prices in case of a change in statutory VAT.

The current hygiene conditions during the event period apply to the performance of the programmes.

If there is a legal or official regulation or a regulation made by the house rules of the booked service provider, according to which participation in events is only possible upon presentation of certain proof, the guest is responsible for providing this proof. If the proof cannot be provided or if the proof provided authorises the refusal of admission, there is no entitlement to a refund of the price.

All guided tours are conducted in German.

Cancellations

A free cancellation of the booking is possible until 15.04.2024. This date is also the deadline for deciding to implement individual programmes. After 15.04.2024 a free cancellation is unfortunately not possible; the cancellation fee is 100%.

After 15.04.2024, additional bookings can still be made, depending on availability, within the maximum number of participants.

17. Data Protection and Disclosure of Personal Data

Personal data of the participants will be processed during the registration and the implementation of the Conference. All personal data will be processed in accordance with the applicable data protection regulations, in particular, the EU Data Protection Regulation DSGVO (Regulation (EU) 2016/679) and the Federal Data Protection Act (BDSG).

Personal data is not passed on to third parties unless the conditions of Art. 6 (1) lit a-f DSGVO apply (a) explicit consent, (b) performance or conclusion of a contract, (c) performance of a legal obligation, (d) protection of vital interests of the data subject or another natural person, (e) public interest or exercise of official authority, (f) legitimate interest of the controller and balancing of interests.

In the context of participation in the Conference, personal data may be processed by companies based in third countries without an adequacy decision by the EU Commission. The participant consents to this data processing insofar as necessary for his/her participation and the full use of the Conference services, acknowledging that the assertion of rights under data protection law and the possibility of lodging complaints may be restricted or made more difficult.

If, during the digital event part of the Conference, participant data is processed in the form of transmission to the platform operator when using a digital event platform, this is done within the framework of a concluded commissioned processing agreement.

Further details on data processing, your rights as a data subject to the information, objection, revocation of consent, blocking and deletion of personal data, and access to personal data and how to contact the data protection officer, can be found in the [data protection information](#).

18. Conference website and its use

Unless expressly stated otherwise or recognisable from the circumstances, all content displayed on the conference website is the property of K.I.T. Group. Each participant with completed and confirmed registration is authorised to view any part of the conference website and to copy or download content, if it is used exclusively for personal or non-commercial use and does not infringe the rights of third parties. Any other reproduction of the contents of the conference website requires the approval of the organiser in all cases.

19. Image, sound and/or video recording at the Conference

The organiser may use image, film, and sound recordings and/or recordings of the participant or participants made during BiblioCon2024 for educational purposes. This material may be passed on and published by the organiser without any claim to remuneration in the context of public reporting or used in social networks about BiblioCon2024. The participant expressly consents to the use of his/her image, sound and/or text material recorded at the event for publications and communications about BiblioCon2024 in accordance with applicable law, waiving any remuneration or claims to remuneration. Consent may be revoked at any time in text form (e-mail) to the organiser:

K.I.T. Group GmbH, Kurfürstendamm 71, 10709 Berlin, Fax +49 30 24603 200,
registrierung@bibliocon.de
Further information can be found in the [data protection information](#).

20. Viruses or other technical malfunctions; blocking of access; disclaimer of warranty

All reasonable efforts will be made to ensure that downloadable content is virus-free. The organiser cannot accept liability for any damage resulting from viruses affecting third-party computer systems which originate from this website. The organiser cannot guarantee trouble-free use of the Conference website. Any claims for damages in this respect are excluded.

Access to the Conference website and the associated digital offers can be blocked temporarily or permanently if there are concrete indications that the participant is violating or has violated these GTC and/or applicable laws or if the organiser(s) has/have another justified, substantial interest in blocking access. The legitimate interests of the participant shall be given due consideration in the decision to block access.

The organiser does not guarantee the adequacy, accuracy and/or completeness of any information published in connection with the Conference. Furthermore, the organiser does not guarantee uninterrupted and/or error-free access to the Conference websites. The organiser shall remedy such interruptions as quickly as possible using economically reasonable means. In all other respects, the regulations from the area of connectivity or technical issues shall apply.

21. Industrial property rights (trademark, copyright, and related rights)

All works, all content and all brands and trademarks at the venue, on the Conference website and/or - in case of use - on a digital event platform remain the property of their respective owners and are used for identification purposes only. The works, content and compilations published by the providers at the venue, on the Conference website and/or the digital event platform are subject to the applicable copyright laws.

Duplication, processing, distribution, and any kind of exploitation outside the limits of copyright law require the written consent of the respective author or creator. Downloads and copies of this Conference website are only permitted for private use. Commercial use of the contents is prohibited

without the consent of the author. Insofar as the content on this Conference website was not created by the operator, the copyrights of third parties are respected. Contributions by third parties are marked as such on the Conference website. Should a copyright infringement nevertheless occur, the organiser requires appropriate notification. The content will then be removed immediately.

22. Liability

K.I.T. Group shall be liable within the scope of due diligence in accordance with the statutory provisions. The liability of K.I.T. Group is limited to intent and gross negligence. The liability for damages caused by commissioned third parties shall remain unaffected. Participants participate in the Conference and all associated events at their own risk.

23. Place of fulfilment and jurisdiction

The place of fulfilment and jurisdiction is - as far as legally permissible - Berlin. The law of the Federal Republic of Germany shall apply to the exclusion of the UN Convention on Contracts for the International Sale of Goods.

24. Requirement of written form, severability clause and reservation of right of amendment

No oral agreements have been made. Amendments and/or additions to these terms and conditions of business must be made in writing to be effective. This also applies to the waiver of the written form requirement.

Should individual provisions of these General Terms and Conditions be and/or become invalid and/or unenforceable, the remaining provisions shall not be affected thereby. Instead, the parties undertake to replace the invalid and/or unenforceable provisions with legally valid and/or enforceable provisions which correspond economically to the invalid and/or unenforceable provisions. This also applies to any loopholes.

The organiser may make amendments and/or additions to these General Terms and Conditions at any time, subject to the written form requirement. Participants shall be informed of any such revisions from time to time. If the changes and/or amendments affect essential parts of the contract and if the rights of the participants are significantly changed as a result, each participant with existing and paid registration will be informed separately with the possibility of consent.



K.I.T. Group GmbH
Association & Conference Management
Kurfürstendamm 71
10709 Berlin, Germany
registrierung@bibliocon.de
www.kit-group.org

November 2023