





UNIVERSITÄT

Institute of Biochemistry & Molecular Medicine University of Bern Bühlstrasse 28 3012 Bern Switzerland

Bern, 01.02.2017

# **Terms and conditions BioMedical Transporters Conference 2017**

Please use our <u>online form</u> to register for the 10th BioMedical Transporters Conference. You'll receive a confirmation right away. After processing, you'll receive your payment instructions by e-mail.

## The registration fees applicable (early-bird, regular) are published on our webpage

The registration package includes your Lausanne information package, conference booklet, Wi-Fi at the conference site, reception apéro, lunches and coffee breaks. While completing the registration form you have the opportunity to sign up for the excursion and the farewell dinner and register accompanying persons. The added items will be included in your final invoice. Please note that the available slots for conference attendance, excursion and conference dinner is limited and early booking is advised. Single day registrations are not available.

#### Visa

If you need a visa for your visit to Switzerland, make sure to allow plenty of time for the application process.

## Letter of invitation for visa application

A letter of invitation is issued solely for the purpose of assisting participants with visa applications. Such a letter does not imply any financial obligation on the part of the conference organizers. Please note that your registration, including payment, must be complete before an invitation letter can be issued.

## **Cancellation policy and refunds**

Until June 30, 2017, the registration fee, less CHF 90.- for administration charges, will be refunded. The notice of cancellation needs to be submitted in written form to the conference office by June 30, 2017. No refunds will be made for cancellation received after June 30, 2017 or for no-shows. All refunds will be made after the conference.

The conference program may be subject to changes. Payments will only be refunded if the conference has to be cancelled by the organizers (except cancellations due to force majeure of any kind). The organizers will have no further liability to the client.

#### **Payment**

Registration for the BioMedical Transporters Conference 2017 is secured by payment of the appropriate registration fee by bank transfer or credit card. Please note that the final program will be set up based on full payments only. Your registration and contribution are not confirmed until your full payment has been received.

All prices are in Swiss Francs (CHF) and include 8% Swiss VAT where applicable (indicated on your invoice).

## **Confirmation of participation**

An official confirmation will be provided at the conference on request.

#### Disclaimer

Health and travel insurance as well as insurance against accidents is fully within the responsibility of the participants. The organizer will not assume responsibility for lost or stolen items.

Place of jurisdiction: Bern, Switzerland.