

## **Regulations for Participants of the 28th European Operational Research Conference**

### **§ 1. General provisions**

1. The 28th European Operational Research Conference hereinafter referred to in the Regulations as the Conference, shall be held on July 3-7, 2016 in Poznań at Poznań University of Technology, ul. Piotrowo 2, 60-965 Poznań.

2. Conference Programme Organizer, responsible for the conference programme, is the Polish Operational Research Society, based in Warsaw, ul. Newelska 6, 01-447 Warsaw, KRS (National Court Register Number) 0000131414, REGON (National Business Registry Number) 001257497.

3. Conference Technical Organizer, responsible for the registration and service for conference participants, is Międzynarodowe Targi Poznańskie, based in Poznań, ul. Głogowska 14, 60-734 Poznań, KRS (National Court Register Number) 0000202703, REGON (National Business Registry Number) 004870933, NIP (Tax Identification Number) 777-00-00-488.

4. Conference participants may be researchers, academics, students and other persons professionally associated with the topic of the Conference, as well as the representatives of entities operating in the sectors related to the topic of the Conference.

5. As part of the Conference, research, teaching and educational sessions will be held, together with an exhibition of publishers of scientific publications and other entities operating in the sectors related to the topic of the Conference.

6. Each Conference participant shall receive a certificate of participation in the Conference.

7. The official website of the Conference is available at: <http://www.euro2016.poznan.pl/>.

### **§ 2. Participation in the Conference**

1. The conditions for the participation in the Conference are as follows:

**a)** in order to attend the research, teaching and educational sessions of the Conference – one needs to fill in the application form online, which is available on the Conference website, along with making the appropriate payment no later than on June 1, 2016; after that date, the registration form, along with the payment, shall be possible to submit during the Conference, in person at the Conference reception desk made available by the Technical Organizer at Poznań University of Technology;

**b)** in order to include a presentation in the Conference agenda and Conference materials, one needs to register the participation online, using the form available on the Conference website along with making the appropriate payment no later than on April 15, 2016, and approve the summary.

**c)** in order to attend the exhibition – one needs to send a scan of a completed and signed exhibition package order form to [euro2016@mtp.pl](mailto:euro2016@mtp.pl), which is available on the Conference website, along with making the appropriate payment no later than on June 1, 2016; after that date, if the registration of the Conference participants is still in progress considering the maximum number of participants, the registration of participation, along with the payment, shall be possible to be made during the Conference, in person at the Conference reception desk made available by the Technical Organizer at Poznań University of Technology.

2. The payment of the fees associated with the participation in the Conference, on June 1, 2016, shall be made by bank transfer to the bank account of the Conference Technical Organizer: 66 1030 1247 0000 0000 5586 1358. The payment of applicable fees after June 1, 2016, shall be possible at the reception of the Conference held by the Technical Organiser at Poznań University of Technology on July 3-6, 2016.

3. The fees for participation in the Conference are set out in **§ 3** of the Regulations.

4. The receipt of payment shall be confirmed by the Technical Organizer through a VAT invoice in accordance with applicable regulations.

5. The lack of the payment of the Conference participation fee until June 1, 2016, authorizes the Conference Technical Organizer to cancel the Participant's registration.

6. The acceptance of the registration form by the Conference Technical Organizer, subject to the receipt of applicable fees, shall be confirmed online. By sending the confirmation, the Conference Technical Organizer concludes an agreement with the Conference participant.

7. By registering the participation, the Participant accepts these Regulations,.

8. The cost of travel and accommodation shall be covered by the Conference Participant.

9. Conference participants are recommended to insure the movable property brought to the site of the Conference for the duration of the Conference. This applies, in particular, to Conference participants presenting hardware and other exhibits at the exhibition, scientific publishing companies, etc.

### § 3. Payment for participation in the Conference

1. The payment should be made together with submitting participation application forms, as the payment of fees is a precondition of acceptance the Conference participation application.

2. Standard fees for participation in the Conference (participation in research and teaching and educational sessions):

Gross unit price* in EUR					
Registration of participation until April 1, 2016	Price for other participants	375.00	Registration of participation after April 1, 2016	Price for other participants	500.00
	Price for students	200.00		Price for students	300.00

Gross price includes VAT.

The package price includes:

- Possibility to participate in sessions and exhibition,
- Access to all conference materials,
- Coffee break and lunch during the Conference,
- Possibility to participate in the welcoming celebrations on July 3, 2016,
- A 3-day ticket for public transport.

3. Payment for the exhibition participation package:

Net unit price* in EUR	
Bronze package	3,500.00
Silver package	4,300.00
Gold package	6,000.00
Platinum package	10,000.00
Price for 1 m2 of undeveloped exhibition space with equipment	550.00

Net prices do not include the value added tax (VAT).

The package price includes:

**a) Bronze package:**

- 6 m2 of exhibition space with furniture (table + 4 chairs)
- registration of 1 person as a Conference Participant
- 1 invitation to the Gala Dinner
- placing the logo on the Conference website
- placing the logo in the Conference programme
- possibility to distribute the exhibitor's promotional materials (1 item) in the Conference Participants' bags

**b) Silver package:**

- 9 m2 of exhibition space with furniture (table + 4 chairs)
- registration of 2 people as Conference Participants, representing the exhibitor at the stand,
- 2 invitations to the Gala Dinner
- placing the logo on the Conference website
- placing the logo in the Conference programme
- possibility to distribute the exhibitor's promotional materials (1 item) in the Conference Participants' bags
- presentation of the company at the session dedicated to the exhibitors – up to 15 minutes

**c) Gold package:**

- 12 m2 of exhibition space with furniture (table + 4 chairs)
- registration of 3 people as Conference Participants, representing the exhibitor at the stand
- 3 invitations to the Gala Dinner
- placing the logo on the Conference website
- placing the logo in the Conference programme
- possibility to distribute the exhibitor's promotional materials (1 item) in the Conference Participants' bags
- presentation of the company at the session dedicated to the exhibitors – up to 15 minutes
- company's advertisement (half a page) in the conference programme
- logo on the ID badge lanyard

**d) Platinum package:**

- 18 m2 of exhibition space with furniture (table + 4 chairs)
- registration of 4 people as Conference Participants, representing the exhibitor at the stand
- 4 invitations to the Gala Dinner
- placing the logo on the Conference website
- placing the logo in the Conference programme
- possibility to distribute the exhibitor's promotional materials (1 item) in the Conference Participants' bags
- presentation of the company at the session dedicated to the exhibitors – up to 15 minutes
- company's advertisement (full page) in the conference programme
- logo on the ID badge lanyard
- presentation during the opening session (plenary conference partnership)
- newsletter after the conference to delegates with information about the sponsor.

**4.** The fee for participation in the Conference referred to in Item 2 and Item 3 includes the cost of liability insurance and accident insurance at the site of the Conference for the duration of the Conference.

**§ 4. Additional fees**

1. The fees for participation in the Gala Dinner for Conference Participants who have paid the standard fees:

- EUR 70 / person,  
fee for the participation of an accompanying person in the Conference:
- EUR 130 / person

The price includes:

- a. coffee break and lunch during the Conference,
- b. possibility to participate in the Welcome Reception,
- c. possibility to participate in one tour of Poznań.

#### **§ 5. Cancellation of participation in the Conference**

1. The Participant may cancel their participation in the Conference. The Conference participant's resignation needs to be made in writing.
2. In case of the Participant's resignation from participation in the Conference, the Technical Organizer shall not return to the Participant the participation fee paid.

#### **§ 6. Complaints**

1. Any claims of Conference Participants against the Organizer shall be submitted in writing by registered letter with acknowledgement of receipt, to the correspondence address of the Technical Organizer: Międzynarodowe Targi Poznańskie sp. z o.o., Kancelaria, ul. Głogowska 10, 60-734 Poznań.
2. The complaints of Conference Participants shall be made in writing, not later than within 14 days after the end of the Conference. After the deadline the complaints shall not be considered.

#### **§ 7. Final provisions**

1. If the Conference does not take place for reasons attributable solely to the Programme and/or Technical Organizer, the Technical Organizer shall immediately reimburse the fees paid by the Participants to the indicated bank accounts.
2. If the Conference does not take place for reasons beyond the control of the Conference Programme Organizer and Conference Technical Organizer, due to the so-called "force majeure" (e.g. flood, hurricane, snowstorm, etc.), the Participant shall not be entitled to a reimbursement of any fees associated with participation in the Conference.
3. The organizers shall not be responsible for the items left or lost by the Participants at the location of the Conference.
4. Personal data of the Conference Participants, gathered during the registration process, shall be handled in accordance with the Law on Personal Data Protection dated 29 August 1997 (Journal of Laws No. 133 of 29 October 1997, Item 833) for the purpose of concluding a Conference Participation Agreement, implementation of services related to participation in the Conference, possible complaint procedure, as well as direct marketing of Conference Technical Organizer and Conference Programme Organizer.
5. In matters not covered by the Regulations the provisions of Polish law shall apply, in particular the Civil Code.
6. For the settlement of any disputes with foreign fair participants, the text of the Regulations in Polish shall prevail, and the law applicable to the interpretation of the Regulations is the Polish law.
7. Any disputes that may arise between the Conference participant and Conference Programme Organizer and/or Conference Technical Organizer shall be settled by the court competent for the seat of a given Organizer.
8. These Regulations shall enter into force on the day of their posting on the website <http://www.euro2016.poznan.pl/>
9. The Organizer has the right to change the Regulations. The changes shall be published at <http://www.euro2016.poznan.pl/>

As on: 28.01.2016