

TERMS AND CONDITIONS OF PARTICIPATION IN THE SECOND EDITION OF THE "FUTURE CITIES" CONFERENCE

§1. General provisions

1. The organizer of the second conference is Sweco Consulting Sp. z o.o. with its registered office in Poznań, 60-829, ul. Roosevelta 22 (hereinafter: the **Organizer**).
2. The conference "Future Cities" (hereinafter: the **Conference**) will take place on 11th April, 2019 in Warsaw at the Copernicus Science Center.
3. The Organizer reserves the right to change the conference program and cancel it without giving reasons. For this reason, the Participant is not entitled to any claims against the Organizer other than the refund of the fee specified in paragraph 2 clause 3.
4. The Conference has an open character. Persons who paid for the participation or received a personal invitation from the Organizer can participate in the Conference.

§2. Rules of participation

1. A Participant of the Conference may be a person who has correctly registered using the registration form on the website www.miasta-przyszlosci.pl and paid a fee for participation in the Conference before due date.
2. A participation fee applies.
3. The participation fee in the Conference includes: participation in the event, conference materials, simultaneous translation, refreshments during the event in the form of coffee, tea, water, snacks and lunch. The Organizer does not provide accommodation, transportation to the Conference venue and the car parking.
4. The number of tickets for the Conference is limited.
5. The Organizer reserves the right to suspend the sale of tickets, increase the number of tickets, change price of tickets or ticket price periods.
6. The Organizer reserves the right to distribute free tickets for selected Participants.

§3. Registration

1. Registration for the Conference takes place only by the registration form on the website miasta-przyszlosci.pl from February 11 to March 28, 2019.
2. By submitting the registration form, the Participant agrees to issue by the Organizer an advance invoice in an electronic form.
3. Submitting the registration form is equivalent to accepting and reading the provisions of these Terms and Conditions.
4. After submission of the correctly completed registration form, the Organizer within 2-3 business days will send the bank transfer details to the e-mail address provided in the registration form.

5. After the payment is booked by the Organizer, the Participant will receive e-mail confirming the participation in the Conference and an advance invoice.
6. The first 30 persons who will register and their participation in the Conference will be confirmed, will receive a gift from the Organizer in the form of one copy of the book entitled one copy of the book (in Polish) entitled "Nauka o klimacie" ("Science about the climate") by Marcin Popkiewicz, Aleksandra Kardaś and Szymon Malinowski. The book can only be received personally during the Conference. The Organizer does not provide the shipment of books. In the event of failure to attend the Conference, the book remains at the disposal of the Organizer.
7. The Organizer is not liable for damages resulting from entering wrong data of the Participant into the registration form.

§4. Payments

1. Payments must be made within 7 working days from the date of the e-mail with the transfer details to the account number given below:
ING Bank Śląski I / O Poznań, SWIFT INGBPLPW
IBAN 19 1050 1520 1000 0022 7857 3262
2. The cost of participation in the Conference is:
 - a. PLN 149 net - for submissions between 11 and 28 February, 2019;
 - b. PLN 199 net - for submissions made between March 1 and March 28, 2019.
3. The due VAT will be added to the above amounts.
4. Failure to make timely payment will result in deletion from the list of participants by the Organizer.
5. Failure to make timely payment as specified in these Terms and Conditions authorizes the Organizer to cancel the registration, without any liability for damages.
6. If the Conference is canceled due to the fault of the Organizer, the Participant will receive a full refund within 10 days from the date of the Conference's cancellation.

§5. Cancellation and the change of the Participant

1. Resignation from the participation in the Conference may only be made in writing by registered mail with acknowledgment of receipt to the address of the Organizer's office specified in the paragraph 1 clause 1.
2. The date of the postmark is considered the day of notification of the resignation.
3. In case of resignation no later than 14 days prior to the beginning of the Conference, the Organizer shall return PLN 49 net to the account from which the participation fee of the resigning person was paid earlier.
4. In case of resignation later than 14 days prior to the beginning of the Conference, the participation fee is non-refundable.
5. A different person (employee of the company) may take part instead of the Participant in the Conference providing the person's details are sent by e-mail to sweco.events@sweco.pl within 7 days before the beginning of the Conference.

§6. Personal data

1. The administrator of personal data of individuals registering for the Conference is Sweco Consulting Sp. z o.o. with its registered office in Poznań (60-829), ul. Franklin Roosevelta 22, entered in the Register of Entrepreneurs of the National Court Register kept by the District Court Poznań - Nowe Miasto and Wilda in Poznań, VIII Commercial Division of the National Court Register under the number KRS 0000140225, NIP 5220004190, with share capital in the amount of PLN 15 234 500,00 (hereinafter: "Administrator"). The Administrator can be contacted by mail on the address of the office, as well as by e-mail to rodo@sweco.pl.
2. A consent to the processing of personal data indicated in the registration form is voluntary, but it is a prerequisite for the possibility of submitted data processing in the course of activities carried out by the Administrator. Agreeing to process personal data indicated in the registration form is voluntary, but it is a prerequisite for the activities carried out by the Administrator. By agreeing to the processing of personal data, they also give way to matters regarding their content, clause 5 below.
3. All data obtained in the registration form will be used to issue a prepayment invoice and send an e-mail correspondence regarding participation in the Conference.
4. Full name of the Participant and the company name of the Participant will be made visible on the ID during the Conference to other Participants, including media partners and entities operating at the service and organization of the Conference.
5. The Administrator informs that personal data will be processed in accordance with the Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation), hereinafter referred to as "GDPR".
6. Personal data will be processed on the basis of granted consent, i.e. in accordance with the GDPR article 6 paragraph 1 clause a) for the purpose set out in clause 3 above. Any person who has given his or her consent has the right to withdraw his consent at any time without affecting the lawfulness of processing based on consent before its withdrawal.
7. The Administrator can be contacted in the manner specified in clause 1 above. Personal data will be stored for the period of 12 months.
8. Every data subject has the right to request the Administrator to access his personal data, rectify them, erasure or limit processing. In addition, every data subject has the right to obtain from the controller restriction of processing, as well as the right to transfer data, as well as the right to file a complaint to the supervisory body, i.e. the President of the Personal Data Protection Office or the General Inspector for Personal Data Protection, if there is no repeal nor amendments to the Act on the Personal Data Protection. The Administrator will not use personal data for automated decision making or profiling.
9. Personal data will not be transferred to any third countries under the terms of the GDPR.

§7. Dissemination of image

1. The Participant who confirmed his or her participation by submitting the registration form and made payment of the participation fee, grants permission (in accordance with Article 81 Paragraph 1 of the Act of 4th February 1994 on copyright and related rights, Journal of Laws 1994 No. 24 item 83 with later amendments) to use free of charge, unlimited in quantity and for an unlimited period of time and without territorial restrictions the image and statements related to participation in the Conference without further permission. The permission covers the use, preservation, processing and reproduction of photographs and video recordings, in particular: the public use of photos and video recordings, recording and duplicated printing, use for promotional, reference, scientific and educational purposes by the Organizer. This permission covers all forms of publication, in particular on the Internet, on the Organizer's website, on the Conference website www.miasta-przyszosci.pl and on social media platforms.

§8. Final provisions

1. All Participants' disputes should be proceed in writing by registered letter with confirmation of receipt to the Organizer's office address indicated in paragraph 1 clause 1 of these Terms and Conditions.
2. Disputes of the Conference Participants may be submitted no later than within 7 days after the end of the Conference or the day of its cancellation. After this deadline, complaints will not be further considered.
3. These Terms and Conditions will be available on the Conference website www.miasta-przyszosci.pl and on the day of the Conference at the Organizer.
4. The Organizer reserves the right to change these Terms and Conditions. The registered Participants will be informed about the change on the e-mail address provided during the registration.
5. In matters not covered by these Terms and Regulations, the relevant provisions of the Civil Code shall apply.