



5TH ASIA-PACIFIC GLAUCOMA CONGRESS

➔ 4-8 JUNE 2021

CONNECT ANYTIME FROM ANYWHERE WITHOUT BARRIERS

5TH ASIA-PACIFIC GLAUCOMA CONGRESS TERMS & CONDITIONS

Registration fees and deadlines

- Early bird registrations will be accepted until Wednesday 28 April 2021, midnight GMT+8.
 - Should your registration remain unpaid by Wednesday 12 May 2021, the registration fee will be upgraded to the standard registration rate.
- As of Thursday 29 April 2021, standard registration rates apply for every new registration.
 - Should your registration remain unpaid on Friday 04 June 2021, you will not be granted access to the virtual congress platform.

Registration modification and cancellation

Cancellations

For cancellations received prior to Wednesday 05 May 2021, midnight GMT+8, deposits will be refunded less 25% administrative charge. After this date, no refunds will be possible.

Modifications

Modifications to bookings must be made in writing to the nominated info@apgc2021.org. Charges may be applied if modifications are made after the early bird deadline. You will be notified in advance of applicable charges should these be applied.

General payment conditions

All payments are to be made in American Dollar. VAT may increase without notice and any such change will be reflected in final rates.

From Thursday 22 April 2021, only payments by credit card will be accepted.

Modifications and/or new registrations made during the congress will require immediate payment (by credit card).

An invoice to be settled upon receipt will be issued upon written confirmation. This invoice will act as a contract, and once issued, the above payment and cancellation conditions will apply.

No discount will be provided in case of early settlements.

Full payment of services is requested when registering (Credit Card &/or Bank Transfer). No confirmation or invitation letter will be sent until MCI has received the payment.

In accordance with DIRECTIVE 2011/7/EU, late payment interest will be charged in the amount of 8% above the European Central Bank's base reference rate.

No access to the platform will be provided until full payment of open invoices is received.

Methods of Payment

Credit card: only MasterCard and Visa are accepted.

- Please note that the merchant name that would appear on your credit card statement would be "MCI Group Satigny CHE".
- In some particular cases, payment by credit card may not be available.

Bank transfer: please make your payment to:

Beneficiary: MCI Suisse SA, Rue du Pré-Bouvier 9, 1242 Satigny, Geneva, Switzerland

Bank: UBS SA, Rue des Noirettes 35, 1227 Carouge, Geneva, Switzerland

Account No: 369.393.61X

IBAN : CH19 0024 0240 3693 9361 X

Swift: UBSWCHZH80A

Please indicate the participant's / group's name, identifier and "APGC 2021" on ALL payments (for example, APGC 2021-I/XX or G/XX).

All costs are to be borne by the ordering customer.

Please note that payments made by bank transfer could be subject to fees payable to your local bank.

In rare cases, banks may charge an international bank fee as our merchant facility is based in Geneva. If this happens to you, please contact apgc.registration@mci-group.com immediately so we can arrange a reimbursement.

Cheques: please note that payments by personal cheques are not accepted.

Additional payment conditions

Service charge: A 2.95% payment processing fee will apply on all payments. In case of cancellation, cancellation conditions will apply, and the service charge will not be refunded.

Group data management

Upon receipt of your payment, you will receive by e-mail an internet link giving you direct access to your group portal. You will be able to enter names, allocate your reservations, settle open invoices, and download documents.

- Through this personalised portal, you will be able to enter your participants' details and assign the services you have purchased such as registration and/or hotel bookings.
- Names of all participants (registration and/or accommodation) must be submitted and reservations assigned online before Wednesday 05 May 2021.
- Any modifications and cancellations are to be communicated to MCI's team by email in order to be validated (please refer to the points «Modification & Cancellation» above to view the charges relating to these operations).

The Group Leader hereby commits to manage group registrations and/or hotel reservations using the tools proposed by the official registration and/or housing bureau. The reservation system's portal will be used to respect relevant registration and, if applicable, accommodation deadlines. Access to this tool will be provided upon full payment of deposits required.

Contact information is to be entered in the system including the full coordinates of the participant of the event. No generic agency coordinates will be accepted if reservations are handled by a third party or on the behalf of a sponsor.

Reservations for registration and/or housing will then be assigned and updated through the reservation system's portal and managed by the group leader or its internal representative.

MCI, as the Official Registration and/or Housing Bureau will not be responsible for entering contacts' coordinates nor assigning services on behalf of the entity hereby engaged in this contract.

Should the Group Leader or the entity engaged in the present contract choose not to proceed with the proposed online tools, MCI will charge a fee of 18USD per participant, to import the participants' detail information under the group or a fee of 27USD per participant to import the participants' detail information under the group and assign the corresponding services, provided that the full coordinates are supplied.

Data privacy

Individual Data Privacy Policy

For further information on how your data will be used, we invite you to carefully read the Data Protection and Privacy Policy:

<https://www.mci-group.com/privacy-statement>

Group Data Privacy Policy

The group leader agrees and warrants that:

- a. the personal data have been collected, processed and transferred and will continue to be collected, processed and transferred in accordance with the relevant provisions of the applicable data protection law (and, where applicable, has been notified to the relevant authorities);
- b. the transfer to, and processing by, MCI pursuant to this Agreement is not prohibited by a statutory or contractual duty of confidentiality;

- c. prior to any transfer of personal data, it has informed the data subjects and has complied with any notification and/or registration set forth by the applicable data protection law; in particular, the intended purposes of the collection, processing and transfer of personal data have been communicated to the data subjects;
- d. the data subjects are provided with their right of access, correction, blocking, suppression or deletion as available under applicable data protection law;
- e. it has taken and will take all reasonable measures to verify the correctness of the personal data and ensure that incorrect or incomplete personal data will be corrected, completed or destroyed prior any transfer of such data to MCI;
- f. it will inform MCI of any specific requirement from any data subject or any relevant authority on how personal data should be processed;
- g. it will inform without delay MCI of any request from any data subject or any relevant authority to rectify, update or delete any personal data;
- h. after assessment of the requirements of the applicable data protection law, it will ensure that the security measures are appropriate to protect personal data against accidental or unlawful destruction or accidental loss, alteration, unauthorized disclosure or access, in particular where the processing or transfer involves the transmission of data over a network, and against all other unlawful forms of processing, and that these measures ensure a level of security appropriate to the risks presented by the processing and the nature of the data to be protected having regard to the state of the art and the cost of their implementation;
- i. it will provide MCI, when so requested, with copies of relevant data protection laws or references to them of the country in which the [group leader] is established;
- j. it will respond to enquiries from data subjects and authorities concerning processing of personal data by MCI;
- k. it will notify within 72 hours delay MCI of any actual, potential or alleged breach of the provision of this Clause;

The group leader hereby commits with the present Data Protection and Privacy Policy: <https://www.mci-group.com/privacy-statement>

Minimum age

Registration and/or admittance to the Congress shall be limited solely to participants who are 18 years of age or older, due to current health and safety regulations and legislation in effect.

Any registration by anyone who is under 18 is unauthorized and in violation of these Terms and Conditions and will automatically result in the forfeit of their registration. You hereby accept that identification is to be provided to Congress staff upon request.

By registering to the Congress or entering the Congress you represent and warrant that you are 18 years of age or older, and that you agree to and to abide by all of the Terms and Conditions of this Congress.

Photography/Videography Disclosure

As a registered attendee of the Congress, you agree to grant permission for APGC 2021 and MCI to use your likeness in a photograph or video in any and all of its publications and presentations, including website entries, without payment or any other consideration; to authorise APGC 2021 and MCI to edit, alter, copy, exhibit, publish or distribute the photograph or video for purposes of publicizing APGC 2021 programs or for any other lawful purpose; to waive the right to inspect or approve the finished product, including written or electronic copy, wherein your likeness appears; that these materials will become the property of APGC 2021 and MCI.