



GBTA +



Europe
Conference
2023

Hamburg
14-16 November



GBTA + VDR Europe Conference 2023 – Hamburg - Terms and Conditions

Submitting your registration form and payment and clicking the acknowledgement button below constitutes an agreement on your part to accept and understand the following disclaimer & waiver details, policies and general terms and conditions of **GBTA + VDR Europe Conference 2023 – Hamburg**.

1. Disclaimer & Waiver

As an attendee, I agree to pay in full the registration fee that is applicable to my registration category. Listed membership discounts are only given to current Global Business Travel Association ("GBTA") members in good standing. All others must register at the non-member rates in effect on the respective date at the time of registering.

As a condition of my participation in this event, I hereby waive any claim I may have against GBTA, its officers, directors, employees, or agents and GBTA's affiliates, their respective officers, directors, employees and agents (including, without limitation, any agent acting on its behalf) (the "Released Parties"), or against the presenters or speakers, for reliance on any information presented, and release GBTA from and against any and all liability for damage or injury that may arise from my participation or attendance at the program. I further understand and agree that all property rights in the material presented, including common law copyright, are expressly reserved to the presenter, speaker, or to GBTA.

I agree and acknowledge that I am undertaking participation in **GBTA + VDR Europe Conference 2023 – Hamburg** events and activities as my own free and intentional act and am fully aware of the risks involved in attending public gatherings including possible exposure (through exposure to contaminated objects, as well as through personal contact) to contagious diseases or illness (including COVID-19), or physical injury might occur to me because of my participation in these events. I give this acknowledgement freely and knowingly that I am, as a result, able to participate in **GBTA + VDR Europe Conference 2023 – Hamburg** events and I do hereby assume responsibility for my own well-being and warrant that I am abiding by state/local laws regarding health and safety. These terms and conditions extend and applies to all unknown, unforeseen, unanticipated, and unsuspected injuries, disease or illness, damages, loss, and liability, and the consequences of them, as well as those disclosed or known to exist. I expressly waive all provisions of any state, federal, local, or territorial law or statute providing that releases will not extend to claims, demands, injuries, or damages that are unknown or unsuspected to exist at the time to the person executing the release.

I agree and acknowledge if an emergency or other incident occurs in which, in the sole judgment of the Released Parties or medical personnel, requires medical treatment or care, I hereby consent to such treatment. I understand and agree that any and all medical treatment rendered to me by, or at the request of, any Released Party is not an admission of obligation to provide, or continue to provide, any such medical treatment and also is not a waiver by any Released Party of any right under these terms and conditions.



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This event will be photographed, videotaped, and may be live streamed. By participating in GBTA Conference 2023 and any associated events, I consent to photography, live streaming, and video recording (including but not limited to images, photographs, voice or likeness) and its/their release, publication, exhibition, or reproduction to be used for promotion or any other purpose by GBTA, its affiliates and representatives without compensation. By participating in GBTA Conference related events, I release GBTA, its officers, directors, and employees, and all persons involved from any liability connected with the taking, recording, digitizing, or publication production and use of photographs, computer images, and video recordings or live streaming. I waive all rights I may have to any claims for payment or royalties in connection with any use, exhibition, streaming, web casting, televising, or other publication of these materials, regardless of the purpose of sponsoring, exhibiting, broadcasting, web casting, or other publication irrespective of whether a fee of admission or sponsorship is charged. I also waive any right to inspect or approve any photo, video, live streaming, or audio recording taken by GBTA or the person or entity designated to do so by GBTA. All media become the property of GBTA. Media may be displayed, distributed or used by GBTA for any purpose. If I furnish photographs or videos of the events to GBTA, I agree that GBTA has a non-exclusive, royalty-free, worldwide, perpetual license to use, reproduce, post, display, create derivative works based upon, self-license, or sub-license your photographs in any form, manner, or media now known or later invented without limitation, for any commercial or non-commercial purpose.

I understand that by registering for **GBTA + VDR Europe Conference 2023 – Hamburg** I provide consent; (1) to receive updates about GBTA Conference 2023 and other GBTA offerings, and (2) to be included on the official **GBTA + VDR Europe Conference 2023 – Hamburg** attendee list that may be posted and separately distributed to official GBTA sponsors and exhibitors for marketing purposes. I can modify this consent at any time by emailing gdpr@gbta.org.

I understand by allowing an exhibitor and/or sponsor to scan my badge throughout the convention, I am opting-in to receiving communications from that entity. I will be subject to their communications and privacy policy and must opt-out with them directly.

If another individual participates in my place per GBTA substitution policy, the new registrant agrees to this disclaimer and waiver by default of transfer.

2. COVID-19

The health and safety of our employees and attendees is a priority. The venue, service providers and GBTA will work together to take reasonable precautions to follow any ECDC or local government guidelines for health and safety at events.

3. General Terms & Conditions

A. Privacy Policy

Your data privacy and security are important to us. When you register for this event, GBTA will process and manage your data in accordance with our legitimate interests for hosting an industry event as described further in our [privacy policy](#). Inquiries related to compliance with GDPR, or our privacy policy may be directed to gdpr@gbta.org.



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B. Single Sign-On (SSO) Notice

GBTA uses a singular database as our system of record and interacts with other systems, such as event registration systems, through Single Sign-On (“SSO”). In addition to the benefits for the end user to have a single authentication process for our GBTA Conference 2023 platforms, it provides the organization a layer of security in the ability to protect data in our primary system. As data privacy and security become even more paramount, under GDPR, this allows us to monitor and maintain how any individual’s data is stored, used, and updated from a singular view. Additionally, it protects the data accuracy for the organization by eliminating duplication of records and incomplete or erroneous data. Inquiries related to compliance with GDPR, or our privacy policy may be directed to gdpr@gbta.org.

C. Payment Policy

Full payment is due at the time of registration. GBTA does not allow payment via wire, check, purchase order or cash. The registration data is subject to audit, in case of error or incorrect self-selection of member types/pricing, the “Registration Center” reserves the right to correct the error and charge the appropriate fees. If there is a discrepancy your registration and membership records will be updated accordingly. Should you owe any additional registration fees due to the audit, you will be notified via email, and within 2 business days the credit card that is on file will be charged the difference.

Please note that until your payment is received your registration will not be complete and you will not be able to receive your badge credentials and conference materials. GBTA reserves the right to cancel unpaid registrations within 30 days of registration or no later than 20 days prior to GBTA Conference 2023 depending on the date of registration.

D. Group Payment Policy (Exhibitors and Sponsors)

Group registrant(s) opting to pay for a group of registrations by wire transfer should have the full and correct payment submitted to the appropriate channels within 30 days of the time of registration. If there is a balance due and full payment is not received within the allotted 30 days, all registrations tied to these unpaid invoices will automatically be cancelled and will be subject to current registration rates should you wish to re-register for the conference. Any bundled membership will not be processed/activated until payment is received. For information on where to send wire, electronic funds transfers, ACH or other payment options please contact gbtasupport@cvent.com. GBTA does not allow payment via purchase order.

E. Badge Sharing and Reprint Policy

Badge sharing, splitting or reprints made outside of the official GBTA registration system are strictly prohibited. Any attendee found in violation of this policy will be removed from the Conference and all badges will be revoked.



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G. GBTA + VDR Europe Conference 2023 – Hamburg - Cancellation Policy

There will be a cancellation fee of €99 plus 50% of the paid registration fee for cancellations received by **31st July 2023**. No refunds for cancellation will be issued beginning on 1st August 2023. There are no refunds for credit card or PayPal fees, or wire payment fees obtained through registration. All cancellations requests must be submitted in writing to tleatham@gbta.org. Cancellations and refunds will be processed in the same manner as original payment generally within 30 business days of the request.

In the event that the **GBTA + VDR Europe Conference 2023 – Hamburg** transitions from a live event to a virtual or hybrid event due to COVID-19, refunds will not be issued. Your live event registration will be transferred to a virtual or hybrid registration. In the event that a virtual or hybrid program is offered, GBTA shall not be liable for lost information or non-availability of the services due to technical failures, acts of God or routine maintenance.

H. GBTA + VDR Europe Conference 2023 – Hamburg - New Registrant Substitution Policy

Substitutions are permitted. Instructions will be sent to the substitute. The substitute must register as a new attendee by completing a new registration. In some cases, the original registrant's registration category may differ from the substitute's registration category and may result in a price difference.

To initiate a GBTA Conference 2023 substitution or request a transfer of funds, please contact GBTA Registration Customer Service at tleatham@gbta.org with the following information: Original Conference 2023 Registrant's name, email address and confirmation number, and the name and email address of the substitute. GBTA Registration Customer Service will respond with further instructions.

I. Postponement

GBTA reserves the exclusive right to modify, postpone/reschedule or cancel programs for any reason, including but not limited to emergency, inclement weather, or other "acts of God". If there is an event cancellation, every attempt will be made to reschedule, and registration fees will be applied to the rescheduled event date. Any travel, lodging or incidental expenses incurred related to a cancelled event cannot be refunded under any circumstances. If a cancelled event cannot be rescheduled, GBTA will determine an equitable basis for the refund of a portion or all of the registration fees after due consideration of circumstances and expenditures.

J. Suitcasing Policy

"Suitcasing"/soliciting is prohibited. Suitcasing is the act of soliciting business in the aisles of the exposition, public spaces in, around, and outside the convention center, in another company's booth, within indoor or outdoor public spaces in any conference hotel including the hotel lobbies, foyers, or walkways to the conference center (excluding the use of approved hospitality suites and business lounges). GBTA recognizes that suitcasing may also take the form of commercial activity conducted from a hotel guest room or hospitality suite, a restaurant, club, or any other public place of assembly. For the purposes of this policy, suitcasing violations may occur at venues other than the exhibitor's booth and at other events. Violations of this



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provision by an exhibitor, sponsor, non-exhibitor, or attendee will constitute a breach of contract and the violating attendee, exhibitor, sponsor, non-exhibitor or group will immediately cease and desist unauthorized activities. Attendee will remove any equipment or materials contained in the exposition or elsewhere and forfeit all payments to GBTA pursuant to this contract. Additional fees will be charged to the attendee for each violation, and a loss of priority points will occur. Additionally, attendee will be responsible for any damages to GBTA.

GBTA + VDR Europe Conference 2023 – Hamburg is a noncommercial forum. Under no circumstance may any hosted event be used as a place for direct promotion of a presenter or company's product or service. Loss of priority points, ejection from the Conference, and a minimum financial penalty of \$2,500 can occur if any company is found in violation of any rules.

GBTA Conference 2023 participants may not organize or sponsor any activities that conflict with the official GBTA Conference program or sponsored events during official convention hours. The scheduling of product presentations or hospitality activities during any GBTA official Conference events such as, but not limited to, the welcome reception, exposition, education sessions, main stage, and luncheons, is strictly prohibited. Under no circumstances should sales or any other type of individual gatherings, take place during official GBTA Conference events that involve multiple buyers (direct members/travel managers) from multiple companies. Our partners have made significant investments in specific parts of the GBTA Conference, and we want all delegates to be able to enjoy this annual, one-of-a-kind experience without distraction.

K. Intellectual Property Permissions

Speakers or companies that submit artwork, upload or link any material (including but not limited to images, text, documents and/or video files) to the website are solely responsible for the content of such material and for gaining required permissions under copyright, trademark, trade secret or other applicable law for the use of such material. By submitting any such material, the submitting speaker or company represents and agrees that it has obtained the necessary permissions referenced above.

L. Travel and Hotel Reservations

Attendees are responsible for securing their own travel, hotel accommodations and making payment for such arrangements. Cancellation of hotel reservations and/or any travel expenses incurred are the sole responsibility of each individual attendee.

M. Errors and Omissions

GBTA is not responsible for errors or omissions. Schedules, speakers, and program content are subject to change.

N. GBTA's Values

GBTA is an organization focused on its participants. **GBTA + VDR Europe Conference 2023 – Hamburg** is designed to increase interaction, engagement, collaboration, connectivity and community, in a fun and safe learning environment.



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GBTA endorses the principles of equal opportunity to participants without regard for race, color, religion, gender, sexual orientation, national origin, age, disability, marital status, amnesty, or status as a covered veteran. GBTA does not discriminate against persons with physical or mental disabilities. Should participants require reasonable accommodations in order to participate at GBTA's Conference, a request should be made d.mccormick@gbta.org

We value the participation of each member of the community and endeavor to deliver an enjoyable and fulfilling experience. GBTA Conference 2023 participants are expected to conduct themselves with integrity, courtesy and respect for others and maintain the highest level of professionalism at all conference programs and events, whether officially sponsored by GBTA or not. All attendees, speakers, organizers, volunteers, partners, vendors and staff at any GBTA event are required to observe the following Code of Conduct.

GBTA is dedicated to providing a harassment-free conference experience for everyone, regardless of gender, sexual orientation, disability, physical appearance, body size, race or religion. We do not tolerate harassment of Conference participants in any form. All communication should be appropriate for a professional audience including people of diverse backgrounds and cultures. Sexual language and imagery is not appropriate for the conference. Do not insult or defame participants. Harassment in any form, sexist, racist, or exclusionary jokes are not condoned at GBTA Events. Participants violating these rules may be asked to leave the conference at the sole discretion of GBTA. Thank you for helping to make this a welcoming event for all.

O. Acceptance

I acknowledge that I have read the above terms and conditions. By registering for and attending **GBTA + VDR Europe Conference 2023 – Hamburg**, I hereby agree that I accept the terms stated herein and, indemnify and hold harmless the Released Parties from and against any and all claims, damages, obligations, losses, liabilities, costs or debt and expenses (including reasonable attorneys' fees) resulting from attendance at **GBTA + VDR Europe Conference 2023 – Hamburg** and events.