



Terms and conditions for participation

§ General provisions.

1. The 8th European Process Intensification Conference, EPIC2023, in Warsaw, Poland, hereinafter referred to in the Regulations as the Conference, shall be held on 31 May – 2 June 2023 in Warsaw University of Technology, CZITT building, Rektorska 4, 00-614 Warszawa, Poland.
2. Conference Programme Organizer, responsible for the conference scientific programme, is Faculty of Chemical and Process Engineering, Warsaw University of Technology, based in Warsaw, Waryńskiego 1, 00-645 Warsaw, Poland.
3. Conference Technical Organizer, responsible for the online registration and payments for conference participants, is MW SCIENCE MEETINGS Maciej Wieczorek, Objazdowa 15D, 05-119 Józefów, REGON (National Business Registry Number) 140755916, NIP (Tax Identification Number) 118-038-17-01, sharing web application for on line registration and online payments utilities with title: COFFEE SYSTEM, access from website address: <https://systemcoffee.pl/?lang=en&go2logPanel=1&kid=1372> (the owner and administrator of the system and participants data is INSTYTUT STUDIÓW PROGRAMISTYCZNYCH S. A., Brukselska 14, 03-973 WARSZAWA, KRS (National Court Register Number) 0000254547, REGON (National Business Registry Number) 140455806, NIP (Tax Identification Number) 1132597314.
4. Conference participants may be researchers, academics, students and other persons professionally associated with the topics 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 and industry sessions will be held, together with an exhibition of publishers of scientific publications and other entities operating in the sectors related to the topics 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: <https://www.epic2023.pw.edu.pl>.

§ 2. Participation in the Conference.

1. The conditions for the participation in the Conference are as follows:
2. In order to attend the 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 according to deadlines giving by the Conference Programme Organizer; after these dates, 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;
3. In order to include a presentation in the Conference agenda and Conference materials, one needs to register the participation online, using the online registration system available on the Conference website along with making the appropriate payment according to conference fee amount deadlines to pay, and approve the summary.
4. In order to attend the exhibition or partnership – one needs to send a scan of a completed and signed exhibition or partnership contract to EPIC2023@pw.edu.pl along with making the appropriate payment according to contract regulations.

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

1. The payment of early bird fees should be made according to the deadline **31 March 2023**, other applicable fees should be made according to deadlines.

Payment by bank transfer:

2. The payment of the fees associated with the participation in the Conference, shall be made by bank transfer to the bank account of the Conference Technical Organizer PL88 1140 2004 0000 3602 7602 1491 in the bank mBank S.A. FORMERLY BRE BANK S.A. RETAIL BANKING, Swift Code: BREXPLPWBK
3. Participants must specify when submitting bank transfer order that all the bank charges are paid by the participant.
4. Participant should make sure that your name and conference shortcut name EPIC2023 appears on the bank transfer order.
5. Your payment will normally reach the technical organizer account to which you are making a payment on the following working day.
6. Organizers cannot accept liability for a payment not reaching the correct technical organizer account due to you quoting an incorrect account number or incorrect personal details.

Payment by debit or credit card:

7. Payment by debit or credit card is available using the web application COFFEESYSTEM with address: <https://systemcoffee.pl/?lang=en&go2logPanel=1&kid=1372> when participant login into your personal account in this application using your ID and password and choosing folder payment on-line.
8. Card payment is available using the following Payment Cards: Visa, VisaElectron, Master Card, Master Card Electronic, Maestro.
9. Online trade supported by Dotpay.pl

10. If the card supplier declines payment, the notification will be given during the transaction. You should check with your bank/credit/debit card supplier that payment has been deducted from your account.

The final result of your transaction will be given in your personal account in the CoffeeSystem.

11. The fees for participation in the Conference are set out in § 4 of the Regulations.
12. The receipt of payment will be confirmed by the Technical Organizer through a VAT invoice in accordance with applicable regulations send to your e-mail address.
13. The lack of the payment of the Conference participation fee according to chosen conference fee amount deadline to pay, authorizes the Conference Technical Organizer to cancel the Participant's registration.
14. 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.
15. By registering the participation, the Participant accepts these Regulations.
16. The cost of travel and accommodation shall be covered by the Conference Participant.
17. 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.

§ 4. Conference fee for participation in the Conference.

1. The payment should be made accordance to the conference payment deadlines together with submitting participation application forms.

Fees for participation in the Conference:

Early bird registration with payment until 31 March 2023

Regular participation 2570 PLN

Student/PhD Student 1630 PLN

Accompanying person 1400 PLN

Regular registration with payment since 1 April 2023 until 19 May 2023

Regular participation 3270 PLN

Student/PhD Student 2340 PLN

Accompanying person 1400 PLN

Onsite registration 31 May 2023 – 2 June 2023

Regular participation 3740 PLN

Student/PhD Student 2800 PLN

Accompanying person 1400 PLN

Fee amount includes local taxes.

Fee for regular and student participant includes:

Participation in all conference sessions

Access to the book of abstracts

Set of conference materials

Coffee breaks, lunches, social events including gala dinner according to the final program of the conference

Fee for accompanying person includes:

Lunches

Participation in all social events including gala dinner

§ 5. Cancellation of participation in the Conference – payment refund

1. The Participant may cancel their participation payment in the Conference. The Conference participant's resignation needs to be made in writing to technical organizer, e-mail address: EPIC2023@pw.edu.pl according to dates given below.
2. Full Refunds of the registration fee – more than 45 days' notice to the first day of the conference. To receive a full refund, requests must be received no later than 45 days prior to the first day of the conference.
3. 50% Refunds – less than 45 days' notice to the first day of the conference. Requests for refunds received within 45 days to the first day of the conference, but not within the final 20 days, prior to the conference will be eligible for a 50% refund.
4. No Refunds – within 20 days to the first day of the conference. Requests for refunds within 20 days prior to the start of the conference will not be eligible for a refund.
5. Refunds will be made to the way of payment – wire transfer if made or refund to debit or credit card if made within 20 days from the last day of conference.

§ 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: MW ScienceMeetings Maciej Wieczorek, address Objazdowa 15D, 05-119 Józefów, Poland.
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 or debit/credit cards.
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. Sending your data is tantamount to consenting to the processing of these data on the basis of art. 6 par. 1 lit. a) Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of individuals with regard to the processing of personal data and on the free movement of such data and the repeal of Directive 95/46/EC (RODO), the purpose of contacting and responding to the inquiry submitted using the form. Providing the data is voluntary, but it is necessary to register the participant for the conference. Your personal data will be stored until you withdraw your consent to the processing of your personal data. You have the right to access your data and the right to demand their rectification, removal or restriction of their processing. (Text with EEA relevance) 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 Organiser.
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 <https://www.epic2023.pw.edu.pl>.
9. The Organizer has the right to change the Regulations. The changes shall be published at <https://www.epic2023.pw.edu.pl>.