

ICAS 12 Virtual Conference Terms and Conditions

Registration Fees

Payment of Registration Fees

1. ICAS 12 encourages online credit card payments for its registration fees. If you are unable to pay by credit card, please contact icas2021@convention.co.jp. All registration data submitted to ICAS 12 will be treated confidentially.
2. Upon registration a confirmation email will be sent automatically to the registrant.

Cancellation of Registration

1. Cancellation of registration must be submitted via email (reg-icas2021@convention.co.jp) and is valid only with acknowledgement of receipt by the ICAS 12 Organising Committee.
2. Cancellation fees are dependent on the notice given:
 - 2a. If cancellation occurs less than 30 days prior to the start of the event, the cancellation fee is 100% of the registration fee.
 - 2b. If cancellation occurs between 60 days and 30 days prior to the start of the event, the cancellation fee is 50% of the registration fee.
 - 2c. If cancellation occurs more than 60 days prior to the start of the event, the cancellation fee is 3,000 yen for administrative costs.
3. All refunds will be processed after the conference. No refunds will be granted in case of no show.

Payment Terms

Online Registration for ICAS 12 is subject to the following payment conditions:

- Credit card payments for the ICAS 12 registration form will be processed via a secure online payment module (GMO). Registration fees will be charged and debited in JPY.

Exhibitor Gallery Spot Reservations

Payment of Exhibitor Gallery Spots

1. ICAS 12 encourages online credit card payments for its Exhibitor Gallery Spots. If you are unable to pay by credit card, please contact icas12@iias.nl. All reservation data submitted to ICAS 12 will be treated confidentially.
2. Upon reservation a confirmation email will be sent automatically.

Cancellation of Exhibitor Gallery Spot Reservation

1. Cancellation of reservation must be submitted via email (icas12@iias.nl) and is valid only with acknowledgement of receipt by the ICAS 12 Organising Committee.
2. Cancellation fees are dependent on the notice given:
 - 2a. If cancellation occurs less than 30 days prior to the start of the event, the cancellation fee is 100% of the fee.
 - 2b. If cancellation occurs between 60 days and 30 days prior to the start of the event, the cancellation fee is 50% of the fee.
 - 2c. If cancellation occurs more than 60 days prior to the start of the event, the cancellation fee is 3,000 yen (EUR 25) for administrative costs.
3. All refunds will be processed after the conference. No refunds will be granted in case of no show.

Payment Terms

Exhibitor Gallery Spot Reservations for ICAS 12 are subject to the following payment conditions:

- Credit card payments for the ICAS 12 registration form will be processed via a secure online payment module.

Name change

Registration for the virtual meeting is personal and cannot be transferred to another person.

ICAS 12 Application and Admission Processes

If your proposal for ICAS 12 is accepted, you are expected to pay the registration fee before 15 June 2021 to confirm your attendance. In this regard, ICAS 12 and its payment provider GMO collect your payment and billing information and will use such information to process your payments.

If you are accepted to ICAS 12, we will use your personal information to:

- process your payments and thus your registration and facilitate your attendance at the event;
- provide you with information regarding ICAS 12, including scheduling and logistics;
- provide you with other information that we believe may be of interest to ICAS 12 attendees.

We may also share contact information (but never your payment information) of ICAS 12 attendees (e.g. in the ICAS 12 virtual conference platform) with the other persons attending the same event. The purpose of this is to enable ICAS 12 attendees to contact each other prior to and after ICAS 12 for networking purposes.

Virtual Conduct

1. **Limitations on Use.** By registering for ICAS 12 you agree not to sell, trade, transfer or share your access link and/or code, unless such transfer is granted by the ICAS 12 Organising Committee. If the Organiser determines that you have violated this policy, the ICAS 12 Organising Committee may cancel your access, retain any payments made by you, and ban you from future Virtual Events.

2. **Disruptive Conduct.** You acknowledge and agree that ICAS 12 Organising Committee reserves the right to remove you from ICAS 12 if the ICAS 12 Organising Committee, in its sole discretion, determines that your participation or behaviour create a disruption to or hinder ICAS 12 or the enjoyment of the ICAS 12 content by other attendees.

3. **Recording, Live Streaming, and Videotaping.** Record, publish, distribute, share, resell, or in any other way, exploit the content of this event without the prior written consent of authors and the ICAS Organiser, whether pre-circulated, live, or

recorded. This includes the prohibition to use a recording device (e.g. phone, computer, camera) to capture or record images, presentations, performances, documentaries, demonstrations, etc., that are taking place within the ICAS 12 virtual conference platform and the prohibition to make screenshots or copies of any text chats that take place on the ICAS 12 virtual conference platform.

4. *Unethical/Non-Compliant Business Practices.* The ICAS 12 Organising Committee reserves the right to deny participation to anyone who engages in or is reputed to engage in unethical or non-compliant business practices.

Read the full **ICAS 12 Audio and Video Recording Policy**.

Usage of Social Media to Share Information

ICAS 12 welcomes and encourages the use of social media by participants. As a courtesy to other members, as well as to presenters at such events, we ask that you follow accepted social media etiquette.

Do

- Use the #ICAS12 hashtag as communicated during the event for any related tweets
- Remember that unpublished data presented at ICAS 12 events should be regarded as confidential, and should not be published
- Tweet about the conference and sessions (without sharing unpublished information or data)
- Gain approval from a speaker or poster presenter prior to quoting or publishing that individual's scientific results
- Be respectful in tone and content
- Mute other electronic devices that you are not using for the virtual platform to avoid disrupting sessions

Don't

- Capture, transmit or redistribute data presented at the meeting - this may preclude subsequent publication of the data in a scholarly journal
- Use offensive language in your posts
- Engage in rudeness or personal attacks

Read the full **ICAS 12 Collegiality and Social Media Policy**.

Usage of Photographic Material taken at ICAS 12

The ICAS 12 Organising Committee takes photographic material of participants at the ICAS 12 events. By registering for ICAS 12, you acknowledge that we may include images of yourself intact or in part for material used in various publications, press releases, promotional activities, or other related endeavours. This material may also appear on the ICAS internet web pages or related social media pages.

Link to other websites

The ICAS 12 site may contain links to other websites. Please be aware that our privacy policy does not apply to these linked sites. We encourage our users to be aware when they leave our site and to read the privacy statements for all third-party websites to understand their procedures for collecting, using, and disclosing visitors' information.

Confirmation

By completing the online registration form you are accepting our cancellation terms and conditions.

Disclaimer

If the ICAS 12 Organising Committee is prevented from carrying out its obligations as it pertains to the ICAS 12 Virtual Conference you registered for as a result of any cause beyond its control, or if the ICAS 12 Virtual Conference cannot be virtually conducted because of the software or issue with the hosting platform or due to fire, natural disasters, strikes, labour disputes, civil, governmental or military authority, acts of terrorism, acts of war, epidemics, pandemics, or any other comparable calamity, casualty or condition (collectively a "Force Majeure") the ICAS 12 Organising Committee shall have the right to immediately alter or cancel the ICAS 12 Virtual Conference or any arrangements, timetables, plans or other items relating directly or indirectly to ICAS 12 without liability and shall be relieved of its obligations to the registrant. The participants shall not be entitled to any compensation for damage that results from such alteration or cancellation. Furthermore, with the exception of any willful damage or gross negligence committed by the ICAS 12 Organising Committee, the ICAS 12 Organising Committee shall not at any time be liable for any direct or indirect damage suffered by the participants, including consequential and immaterial damage, caused by failure to comply with any provision of this statement. The ICAS 12 Organising Committee will review refund and/or fee transfer requests, submitted in writing, for approval on a situational basis.