

## **General Terms and Conditions for Participants, Exhibitors and/or Sponsors at meetings organized by ISICEM**

ISICEM, a non-profit association, organizes different educational meetings throughout the year to provide important updates in various aspects of intensive care and emergency medicine. The meetings are organized with academic support from the Departments of Intensive Care and Emergency Medicine of Erasme University Hospital, Brussels, Belgium.

### **I/ PARTICIPANT**

These General Terms and Conditions apply to all participants registered for any of our meetings (including, but not limited to, International Symposium on Intensive Care and Emergency Medicine (ISICEM); e-ISICEM 2020; Metabolic & Nutritional Issues in the ICU; Brainstorming Critical Care; Postgraduate Refresher Course on Cardiovascular and Respiratory Physiology Applied to ICM; Update on Cardiac Arrest; ICU Leadership; Echocardiography for Hemodynamic Monitoring) via our website. By registering, you accept all terms and conditions contained herein.

All registrations must be made online via our website [www.isicem.org](http://www.isicem.org). **This is the only official website.** The organizers accept no responsibility for bookings made via unofficial websites or for any monies lost as a result.

### **Deadlines for registration fees**

The deadlines for different fee periods are clearly marked on the registration page for each meeting. The applicable fee will be calculated according to the date on which payment is received, not the date on which the registration form is completed. Should a deadline be missed, the next applicable fee will be charged automatically. Registration is only confirmed after receipt of payment in full.

### **Proof of status**

For some meetings, discounts are available for members of ESICM or SIZ. If relevant, the membership code must be provided during the registration process in order to benefit from the reduced fee.

For the annual ISICEM meeting and e-ISICEM 2020, discounts are available for non-doctors (nurses, physiotherapists, ...). Proof of status must be supplied during the registration process to benefit from the reduced fee.

### **Methods of payment**

Payment is required at the time of registration and will be charged in EUR. All costs are the responsibility of the payer.

By proceeding with payment, you agree with the stated price. No claim for a change in price will be accepted after payment.

You can use one of the following payment methods:

1. Credit card (Visa, MasterCard and Amex). Checks are not accepted.

### **ISICEM**

Erasme Hospital, Route de Lennik 808, 1070 Brussels, Belgium  
last updated 17th June 2020

2. Bank transfer:  
IBAN: BE63-0682-4502-9808  
Swift/BIC: GKCCBEBB  
BELFIUS Bank – av. H. Conscience 182, B-1140 Brussels  
Account name: ISICEM asbl

### **Privacy Policy**

Please see our [Privacy Policy](#) for more details on how we manage the data you provide during registration.

### **Letter of Confirmation**

A confirmation email will be sent once the Registration Department has received the complete registration form and related payment.

### **Attendance Certificate**

An attendance certificate can be provided on-site when you collect your badge or online via your secure zone.

### **Lost or Forgotten Badges and Name Changes**

If you lose or forget your meeting badge you will need to purchase a replacement for 65 Euros. This sum will be reimbursed if you later find your badge and show it at the Faculty desk during the meeting.

Name changes will be subject to a handling fee of 65 Euros.

### **Visa Procedures**

It is the responsibility of each participant to check their visa and passport requirements. Participants requiring a visa should apply to the Belgian Consular office or Embassy in their own country. Please note the visa application procedure can take several months - participants should allow sufficient time for this process to be completed.

An invitation letter can be directly downloaded via our website.

Please note, requests for refunds of registration fees if a visa is refused will only be considered if an official document from the embassy is sent to the meeting secretariat showing that the visa was applied for in time and confirming that it could not be granted.

### **Photography**

The meeting and/or ISICEM Newsletter photographers may film or photograph all aspects of the main and associated meetings. By agreeing to these general terms and conditions, participants agree that any images in which they may appear may be used on the [isicem.org](http://isicem.org) website and to promote future ISICEM events.

### **Media and Social Media**

Members of the media (representing a recognized news organization) may request free registration by email or onsite. To obtain a press badge, identification certifying that you are

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a working member of a recognized print, broadcast or online media is required. All freelancers must present a letter of assignment from the media.

No portion of the scientific program may be video- or audiotaped and reproducing photos of any poster content is prohibited without the author's permission.

However, live-tweeting and sharing of selected content on social media is welcomed as a way to spread information. If speakers do not wish to have any or all of their presentations shared on social networks, they will announce this at the start of the presentation and we ask that you respect this request.

When using content on social media, please respect the individual. Please insure you have a person's permission before taking and posting their photo. Harassment, intimidation or discrimination in any form will not be tolerated.

### **Registration/sponsorship/exhibitor Cancellation Policy**

There will be no refunds for cancellations except for visa issues in certain circumstances.

### **Congress Cancellation Policy**

The meeting organizers have the right, at any time before or during the meeting, to cancel or alter all or part of the meeting or associated activities due to reasons beyond their control, including, but not limited to, unforeseen political, economic and/or terrorist events. The organizers will not be responsible for any compensation or refund related to such alteration or cancellation.

### **Disclaimer**

The organizers are not responsible for any theft or damage to belongings or persons during the meeting.

The content of the website, [www.isicem.org](http://www.isicem.org), is for your general information and use and is subject to change without notice.

This contract is subject to the laws of Belgium and in the event of legal claims arising from either party, Brussels, Belgium will be the sole of court of jurisdiction.

## **II/ INDUSTRY**

The general Terms and Conditions for participants listed above apply also to members of the Industry. In addition:

### **Exhibition and Sponsorship agreement**

Signature of Sponsorship agreement forms (educational sponsorship opportunities form, registration form, additional sponsorship activities form) implies that you have read and

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accept the General Conditions for registration at and/or exhibition and/or sponsoring. These conditions take precedence over all other conditions and contracts.

Please note that once signed, the documents become binding and you will be liable for the costs of the exhibition and/or sponsorship activities requested. There will be no reimbursement.

### **Methods of payment**

Payment is required prior to the start of the symposium and will be charged in EUR. All costs are the responsibility of the payer.

You can use one of the following payment methods:

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