



Terms and Conditions

- i) All authors who are presenting a paper or making an oral presentation at eChallenges e-2014 must complete their online payment registration by **11 August** at the latest, prior to publication of the Final Programme.
- ii) Each author will present one paper in the Programme, with co-authors expected to register and present other successful submissions.
- iii) In the case where a paper is jointly authored, the presenter of the paper is considered to be the author/presenter from a payment registration point of view. All co-authors are considered to be delegates.
- iv) Delegates' fees must be paid before admission to the Conference and Exhibition.
- v) There are no refunds for cancellations but substitutions may be made at any time prior to the event by contacting the Conference Secretariat.
- vi) Each individual must be registered separately on the eChallenges e-2014 Conference portal.
- vii) Payment may be made by bank transfer or credit card (with some restrictions). Payments made by bank transfer must be net of any bank charges and the payment instruction should refer to "eChallenges e-2014 Conference", your name, organisation and invoice number (if relevant).
- viii) Receipts are automatically issued electronically upon receipt of payment. If your organisation requires an invoice to process payment registration by bank transfer, please contact the Conference Secretariat.
- ix) Conference registration or hotel accommodation is not confirmed until full payment is received.
- x) Online registration facilitates conference registration and booking of hotel accommodation. It is possible to go back through online registration at any stage, book items not previously confirmed (such as accommodation and tours) and complete payment.
- xi) The registration desk will open on Tuesday 28 October from 17:30 to 19:00 and will remain open during normal conference hours from 08:00 on Wednesday 29 October.

Cancellation Policy

Registration Fee: No Refund, can make substitution with agreement of Conference Organisers prior to event

Accommodation: Confirmed hotel bookings can be cancelled in writing up to 22 September at an administration charge of 20 euro.

After 22 September, the hotel will provide no refund for cancellation or no show.

It is possible to move accommodation already booked to a replacement delegate. Please contact the conference secretariat to arrange this.

Privacy Policy

IIMC Ltd is committed to protecting your privacy. This Privacy statement explains our data processing practices. If you have any requests concerning your personal information or any queries with regard to our processing, please contact us at secretariat@eChallenges.org

IIMC Ltd collects the details provided by you on the registration form for the purposes of confirming your registration at eChallenges, processing the associated payment and alerting you to future and related conferences. The registration form is encrypted using Secure Sockets Layer (SSL).