

## Regulations for participation in the 12th EUGOGO Teaching Course

### § 1 ORGANIZER/ DEADLINE

1. This Regulations define the conditions of participation in the [12th EUGOGO Teaching Course](#) organized by Alfa event sp. z o.o. with its registered office in Wrocław, ul. Żeromskiego 62/ 2, entered in the Register of Entrepreneurs under the KRS number: 0000959611 kept in the National Court Register by the District Court Wrocław-Fabryczna, VI Commercial Division of the National Court Register, NIP (Tax ID): 8982274966, REGON (Business ID): 52147925500000, email: [biuro@alfaevent.pl](mailto:biuro@alfaevent.pl).
2. The conference is organized in cooperation with and on behalf of the European Group on Graves' Orbitopathy (EUGOGO).
3. The conference will be held at the Medical University of Warsaw Conference Center between 18 and 19 October 2024 in a stationary mode.
4. The authorized contact person on behalf of the Organizer is: Ewelina Stachurska-Rak, email: [esr@alfaevent.pl](mailto:esr@alfaevent.pl), phone: 514837352 and Agnieszka Konopka, email: [ak@alfaevent.pl](mailto:ak@alfaevent.pl), phone: 508203631.

### § 2 DEFINITIONS

The following terms used in these Regulations mean as follows:

**Regulations** - this document containing the set of terms and conditions defining participation in the Conference, available at: [eugogo2024.eu](http://eugogo2024.eu).

**Organizer** - Alfa event sp. z o.o. with its registered office in Wrocław, ul. Żeromskiego 62/ 2, entered in the Register of Entrepreneurs under the KRS number: 0000959611 kept in the National Court Register by the District Court Wrocław-Fabryczna, VI Commercial Department of the National Court Register, NIP (Tax ID): 8982274966, REGON (Business ID): 52147925500000 and the European Group on Graves' Orbitopathy (EUGOGO).

**Conference** - a stationary conference organized by the Organizer under the name: 12th EUGOGO Teaching Course.

**Registration** - notifying the Organizer of a wish to participate in the Conference by completing the Registration Form and paying the fee in accordance with the fee regulations.

**Application Form** - the form available on the website: [eugogo2024.eu](http://eugogo2024.eu) by means of which Registration takes place.

**Confirmation of Registration** - a message sent by the Organizer to the e-mail address provided by the Participant in the Registration process, confirming the Registration.

**Participant** - an individual indicated in the Application Form.

### § 3 GENERAL PROVISIONS

1. The Conference is addressed to: ophthalmologists, endocrinologists, general physicians in the course of specialization, nurses (in terms of the session devoted to nursing, if held).
2. Sponsor representatives may also participate in the Conference. However, their participation in the Conference is detailed in separate regulations.
3. The official Conference website can be found at: [eugogo2024.eu](http://eugogo2024.eu).
4. The Conference will include thematic sessions, courses and sponsored sessions.
5. The provisions of these Regulations constitute an integral part of the Conference Registration and apply to all Participants.
6. Technical requirements necessary to use the Organizer's website:
  - a. a device with access to the Internet,
  - b. access to an email account,
  - c. correctly configured, updated version of a web browser that supports cookies. Suggested browsers: Microsoft Edge, Google Chrome, Mozilla Firefox, Safari.



7. Information about the Conference, including the fee amount, presented on the Organizer's website does not constitute an offer within the meaning of Article 66§1 of the Act of 23 April 1964 Civil Code (i.e. Journal of Laws of 2016, item 380; as amended: Journal of Laws of 2016, item 585). Information about the Conference, together with the fee amount, is only an invitation to conclude an agreement within the meaning of Article 71 of the Civil Code.
8. The conference is conducted in English. However, this does not preclude giving a lecture in a language other than English.
9. The conference is closed to the public and does not constitute a mass event within the meaning of the Act on Security of Mass Events of 23 March 2009 (Journal of Laws of 2009 No. 62, item 504).

#### § 4 CONDITIONS OF PARTICIPATION

1. In order to participate in the Conference, it is necessary to register via the Registration Form available on the Conference website at: [eugogo2024.eu](http://eugogo2024.eu) by 17 October 2024 by 3:00 pm and payment of the registration fee.
2. The provision of personal data is voluntary, but failure to provide the data required for registration may result in refusal to process the request.
3. In order to register, the Participant should register for participation on the website and pay the fee if required by the Participant's status.
4. The Participant receives a confirmation of participation in the form of a certificate of participation in the Conference together with educational points in accordance with the Regulation of the Minister of Health of 21 February 2022 (i.e., Journal of Laws 2022.464) on ways to fulfill the obligation of professional development of physicians and dentists.
5. An application will be made to the UEMS EACCME® for CME accreditation of this Conference.

#### § 5 FEES

1. Information on the fee required to participate in the Conference is posted on the Conference website.
2. The participation fee has to be paid to the account indicated by the Organizer.
3. It is possible to pay via bank transfer or online payment. Payment has to be made by the date specified on the pro forma invoice, or VAT invoice.
4. In order to take advantage of the discounts, the participant has to register by the deadline set by the Organizer.
5. Failure to pay the Conference participation fee by the date specified by the Organizer on the Conference website, entitles the Organizer to cancel the application to participate without any liability for compensation.

#### § 6 CANCELLATION OF PARTICIPATION

1. The participant has the right to cancel their participation in the Conference and receive a refund according to the following terms:
  - b. Cancellation up to 90 days before the Conference - the participant does not pay any cancellation costs;
  - c. Cancellation between 90 and 60 days before the Conference - the participant pays 30% of the cost;
  - d. Cancellation between 60 and 30 days before the Conference - the participant pays 50% of the cost;
  - e. Cancellation between 30 and 14 days before the Conference - the participant pays 75% of the cost;
  - f. Cancellation 14 days before the Conference - the participant pays 100% of the cost.
2. Notification of cancellation should be made in writing to the email address: [biuro@alfaevent.pl](mailto:biuro@alfaevent.pl). Removal from the list of participants takes place immediately after the Organizer's confirmation is sent.

#### § 7 COPYRIGHT

1. Recording, copying and distribution of the Conference content is strictly prohibited.
2. The content is presented by the copyright owners personally or with the permission and knowledge of the copyright owners.
3. Dissemination of educational materials is carried out with the consent of their creators and does not violate the law, in accordance with the Law of 4 February 1994 on Copyright and Related Rights.
- 4.



#### § 8 PROTECTION OF PERSONAL DATA

1. The administrator of personal data is the Organizer: Alfa event sp. z o.o., with its seat in Wrocław, ul. Żeromskiego 62/ 2, entered in the Register of Entrepreneurs under the KRS number: 0000959611 kept in the National Court Register by the District Court Wrocław-Fabryczna, VI Commercial Division of the National Court Register, NIP (Tax ID): 8982274966, REGON (Business ID): 52147925500000, which processes personal data of Users (Participants) in accordance with the Regulation of the European Parliament and of the Council (EU) 2016/679 of 27 April 2016 and in accordance with the Law on Personal Data Protection of 10 May 2018.
2. The Administrator will take all appropriate security measures in accordance with generally accepted principles to protect the information confidentiality. Sensitive information, including personal details and information related to payment details collected for business transactions, is encrypted before transmission from the user.
3. Personal data connected with registration is retained for the period during which the Organizer is required to preserve the data or the documents containing it, for the purpose of documenting compliance with legal requirements, including allowing inspection by public authorities.
4. The Participant's personal data is processed for the purpose of conducting the Conference, including the creation of a Conference participants list.
5. By registering, the Participant consents to the processing of their personal data and its transfer to third parties for the purposes of conducting the Conference, including the creation of a Participant list and for streaming purposes. If the person completing the Registration is not a Participant, they also consent to the processing of the Participant's personal data.
6. By registering, the Participant agrees to service provision via electronic means for the purposes of organizing the Conference.
7. Data subjects have the right to access their personal data, to rectify, delete or restrict it, to object to the processing of the data, to obtain the portability of the data and to lodge a complaint with the President of the Office for the Protection of Personal Data.
8. Data will be stored until the data subject withdraws their consent to its processing and will not be transferred to a third country (outside the European Economic Area).
9. Provision of data is voluntary, but necessary to participate in the Conference.
10. The Organizer has adopted and adheres to a security policy.

#### § 9 CHANGES IN PERSONAL DATA

1. A user logged into the system can make changes to data in their account.
2. Data used for purchase transactions cannot be changed or deleted, as it constitutes part of the receipt. Data collected automatically for purchase transactions cannot be changed or deleted.
3. Users have the right to access and correct their personal data. Removal of a user's account from the service requires direct contact with the Organizer and sending a request to the following e-mail address: [biuro@alfaevent.pl](mailto:biuro@alfaevent.pl).

#### § 10 PANDEMIC-RELATED REGULATIONS

1. The Organizer reserves the right to change the form of the Conference from stationary to online or hybrid, due to the threat to the health of the Conference Participants caused by the Covid-19 pandemic, or other infectious disease.

#### § 11 LIABILITY

1. The Organizer declares that the content provided by the Organizer during the Conference is purely educational. The Organizer will not be liable for any damage caused to Participants or third parties, in connection with or as a result of the use by Participants of information, knowledge or skills acquired during the Conference.
2. If the Conference does not take place for reasons solely dependent on the Organizer, the Organizer will immediately inform the Participants of this fact and refund the amounts paid by the Participants to the bank accounts indicated by them.
3. If the Conference does not take place due to reasons beyond the control of the Organizer, i.e. a "force majeure", the Participant will not be entitled to compensation or to reimbursement of any fees related to participation in the



Conference, as well as the cost of additional services commissioned to the Organizer by the Participants of the Conference.

#### § 12 COMPLAINTS

1. All complaints of Conference Participants against the Organizer should be submitted in writing via e-mail or to the Organizer's registered office address and should include: name and surname of the complaining person, address, email, telephone number, subject of the complaint, date of the Conference, indication of the circumstances justifying the complaint.
2. The Conference Participant may submit complaints no later than 3 days after the end of the Conference.
3. Complaints will not be accepted after the above deadline.
4. The Organizer will consider the complaint within 14 working days from the date of filing it and communicate its position to the complaining person in the form in which the complaint was filed.

#### § 13 FINAL PROVISIONS

1. Submitting the registration application posted on the Conference website implies accepting the Regulations, as well as adhering to the rules of order and any other arrangements made between the Participant and the Organizer.
2. A detailed program of the Conference will be posted on the Conference website two weeks before the scheduled start date of the Conference.
3. Any disputes that may arise from participation in the Conference will be resolved by the court having jurisdiction over the seat of the Organizer.
4. In matters not regulated by these Regulations, the relevant provisions of the Polish law will apply.
5. These Regulations enter into force as of the date of their posting on the website.
6. The Organizer has the right to change the provisions of the Regulations. The amendments take effect from the date of their posting on the website.

Created by Alpha event team

