



HIV Research for Prevention Conference (HIVR4P // Virtual)

Terms & Conditions for Delegates

Definitions

These Terms & Conditions for Delegates are valid for every person registered as a delegate, student/post-doc/youth to the HIVR4P // Virtual Conference, to be held on 27 to 28 January and 3 to 4 February 2021 (hereinafter referred to as "**the conference**"), including the IAS COVID-19 Conference: Prevention, being held on Tuesday 2 February 2021.

All references to the age of a person, mentioned in this and other conference documents, refer to the age of that person as of 27 January 2021, unless otherwise specified.

All references to a date or a deadline, mentioned in this and other conference documents, refer to the Central European Time Zone (CET).

All references to IAS - the International AIDS Society - mentioned in this and other conference documents refers to the International AIDS Society, registered and based in Geneva, Switzerland.

Conference registration

Only fully completed online registration forms will be accepted. The registration will only be confirmed upon receipt of payment in full. If the full payment has not been received before the respective fee deadline the registration will be cancelled and has to be re-submitted at the fee applicable at that time.

To be able to register as a delegate, individuals must be at least 18 years old. Delegates may be asked to upload an official identity card stating their age.

To be able to register as a student/post-doc, individuals must be at least 18 years old and present proof of fulltime enrolment at a recognized university or college at both the time of registration and during the conference. Student/post-doc may be asked to upload an official identity card stating their age.

To be able to register as a youth delegate, individuals must be between 18 and 25 (inclusive) years old and present proof of age. Youth delegates may be asked to upload an official identity card stating their age.

The registration fee for delegates and students/post-docs/youths includes access to HIVR4P // Virtual sessions, satellites, posters and interactive networking opportunities accessible from anywhere in the world for the duration of the conference. The registration fee also includes access to the special, one-day programming of invited-speaker and abstract driven sessions exclusively focused on the COVID-19 pandemic.



Invoice/Registration confirmation

An invoice/registration confirmation will be sent by email once the HIVR4P // Virtual Registration Team has received the fully completed registration form, the related payment and any required supporting documents (if applicable).

Methods of payment

The registration fee must accompany all conference registrations. Payments should be made in advance and in US dollars only, using a credit card or by bank transfer. Personal cheques, company cheques or Euro cheques are not accepted. All bank fees and money transfer costs must be prepaid by the transmitter. Clearly indicate the delegate's participant number, last name and HIVR4P as a reference on all bank transfers.

Registration name change

A name change fee of US \$65 will be charged for every name change to an existing registration. A new registration form for the substitute delegate should NOT be submitted. Name changes will be accepted by email and should indicate the old and new names and any changes in contact information. No name changes will be accepted after 11 January 2021.

Cancellation policy

Notification of cancellation must be made in writing and sent to the HIVR4P // Virtual Registration team by email. The notification must include all relevant information regarding the bank account to which a possible refund may be remitted.

Refunds will be made in the same form as the original transaction. For original payments made by bank transfer, the cancellation notification or refund request must indicate all relevant information regarding the bank account to which a possible refund may be remitted. Credit will not be given for unattended events or early termination of attendance. Requests for refunds of any additional items ordered (such as the Local Charitable Giving Programme) will not be accepted.

If the written notification of cancellation (including all relevant information regarding the bank account if applicable) is received on or before 11 January 2021, 50% of the registration fee will be refunded. No refund requests will be accepted after 11 January 2021. The cancellation will not be effective until a written acknowledgement from the HIVR4P // Virtual Registration team is received.

In the case of overpayment or double payment, refund requests (including all relevant information regarding the bank account and any required supporting documents if applicable) must be made in writing and sent to the HIVR4P // Virtual Registration Team, by email, no later than 4 February 2021. A handling fee of US \$65 will be charged. No refund requests will be accepted after 4 February 2021. The refund will not be effective until a written acknowledgement from the HIVR4P // Virtual Registration team is received.

Cancellation of the conference

In the event that the conference cannot be held or is postponed due to events beyond the control of the IAS (incl. force majeure) or due to events which are not attributable to wrongful intent or gross negligence of the IAS, the IAS cannot be held liable by delegates for any damages, costs, or losses incurred, financial losses, etc.

Under these circumstances, the IAS reserves the right to either retain the entire registration fee and to use it for a future conference, or to reimburse the delegate after deducting costs already incurred for the organization of the conference and which could not be recovered from third parties.

Modification of the programme

The IAS reserve the right to modify the programme, which is published as an indication only.

Data protection and sharing of contact details with third parties

The IAS will collect, process, transfer and store delegates personal data only for (i) the preparation and execution of the 4th HIV Research for Prevention (HIVR4P // Virtual) conference, including the IAS COVID-19 Conference: Prevention and (ii) the preparation of future International AIDS Society and International AIDS Conferences. Data protection is warranted in accordance with the Swiss Data Protection Act and the Tele Service Data Protection Act. Delegates' personal data will be retained securely and only be accessible on a 'need to know' basis by duly authorized persons.

The data of delegates registering for HIVR4P // Virtual entered in the Conference Account (i.e. full first and last name(s), date of birth, email, home country) will be shared with the following entity (i.e. third party), in countries which legislation might not ensure an adequate level of data protection:

- HIVR4P Registration Team, c/o Key4events, 18 Rue Scaliero, 06300 Nice, France

The delegates herewith authorize the IAS to collect, process and transfer their personal data to the above listed third parties and authorities. The delegates further expressly acknowledge and agree that any personal data disclosed in connection with the Conference Account and registration form will be subject to the laws of the country where it is transferred and may not be covered by Swiss law. The IAS cannot assure delegates that the laws and regulations in the recipient country will necessarily offer the same level of confidentiality or data protection as under Swiss law and may require the above listed third parties and/or authorities to whom the personal data is transferred, to disclose all or any part of the personal data to other authorities or third parties.

The IAS will nevertheless contractually ensure that delegates' personal data will be processed by the above listed third party to the same extent as it is authorized for itself under Swiss law. The IAS will also ensure that all third parties which will process delegates' personal data have implemented appropriate technical and organisational measures to protect delegates' personal data against accidental or unlawful destruction or accidental loss, alteration, unauthorised disclosure or access, and which provide a level of security appropriate to the risk represented by the processing and the nature of the data to be protected.



Key4Events will collect and store all personal data for the preparation and execution of HIVR4P // Virtual, including the IAS COVID-19 Conference: Prevention, and not use the personal data for any other purposes.

When registering, delegates are asked to complete the online form providing, for example, full name, address and email address, etc. The collected information is required to process and complete the booking (including sending a booking confirmation email). All data will be saved and processed in compliance with the EU General Data Protection Regulation (EU-GDPR).

In order to protect and safeguard the personal data provided to Key4Events, Key4Events has implemented and uses appropriate business systems and procedures. For example, the credit card information is transmitted through a secure server protocol, which encrypts all your personal and credit card details. The encryption method used is the industry standard "Transport Layer Security (TLS)" technology. Our TLS certificate has been issued by utn.usertrust.com.

Furthermore, Key4Events has implemented and use security procedures and technical and physical restrictions for accessing and using personal information. Only authorized employees are permitted to access personal information for performing their duties in respect of our services. The Key4Events server and network are protected by firewalls against unauthorized access and Key4Events has intrusion detection systems that monitor and detect unauthorized (attempts to) access to or misuse of the servers.

In addition, data might be passed on to third parties unless otherwise explicitly indicated by the attendee. Your contact details will only be forwarded in accordance with Art. 6 sec. 1 lit a-f GDPR:

- (a) given consent,
- (b) performance of or entering into a contract,
- (c) compliance with a legal obligation,
- (d) protection of vital interests of data subject or another natural person,
- (e) public interest or exercise of official authority,
- (f) legitimate interest of data controller.

For further information please read the [privacy policy](#).

Conference Embargo Policy

All HIVR4P // Virtual and all IAS COVID-19 Conference: Prevention abstracts are released to delegates and media under a strict embargo policy. A detailed breakdown of embargo procedures for different types of abstracts is available on the [HIVR4P conference embargo policy page](#) and the [IAS COVID-19 Conference: Prevention embargo policy page](#).

All conference participants, presenters and media are asked to respect this policy.



Liability

The IAS shall be held liable in the framework of a duty of care as a respectable business according to statutory provisions. The liability of the IAS - for whatever legal reason - shall be limited to intent and gross negligence. The liability of commissioned service providers shall remain unaffected by this. The delegate shall take part in the conference at his/her own risk. Oral agreements shall not be binding if these have not been confirmed in writing by the IAS.

Fulfilment and jurisdiction

This Terms & Conditions for Delegates and the rights of the Parties hereunder shall be governed by and construed in accordance with the laws of Switzerland, without regard to choice of law rules.

Any dispute, controversy or claim arising out of, or in relation to, this Terms and Conditions for Delegates shall be resolved by arbitration in accordance with the Swiss Rules of International Arbitration of the Swiss Chambers' Arbitration Institution in force on the date on which the notice of arbitration is submitted in accordance with these Rules. The number of arbitrators shall be one. The seat of the arbitration shall be Geneva. The arbitral proceedings shall be conducted in English. The arbitration shall be conducted in accordance with the provisions for Expedited Procedure.

Click [here](#) for further information on the IAS' copyright, disclaimer and privacy policies.