



11th IAS Conference on HIV Science (IAS 2021)

Terms & Conditions for Groups

Definitions

These Terms & Conditions for Groups are valid for each group registration and every person registered as part of a group (hereinafter referred to as “group member”) to the 11th IAS Conference on HIV Science (IAS 2021) (hereinafter referred to as “**the conference**”), to be held virtually from 18 to 21 July 2021.

Group registration is only applicable to registrations of five people or more. The company or organization requesting a group registration must nominate one group manager who will administer the group booking. The group manager is duly authorized to sign the present Terms & Conditions for Groups on behalf of the group members. It is the sole responsibility of the group manager to distribute all relevant conference information, including these Terms & Conditions for Groups, to the group members.

Group members can either be regular delegates or student/post-doc/youth delegates. All references to the age of a person, mentioned in this and other conference documents, refer to the age of that person as of 18 July 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 the IAS mentioned in this and other conference documents refers to the International AIDS Society, registered and based in Geneva, Switzerland. The International AIDS Society is the organizer of the IAS Conference on HIV Science and hosts the conference secretariat.

Conference registration

Only fully completed registration forms will be accepted. The registration will only be confirmed upon receipt of payment in full from the group manager/company making the group registration. If the full payment has not been received before the respective registration fee deadline these registrations will be charged with the respective additional surcharge(s) once the nearest deadline has passed.

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

To be able to be registered 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.



To be able to be registered as a youth delegate, individuals must be between 18 and 25 (inclusive) years old and present proof of age (official identity card stating the age).

The registration fee for delegates and students/post-docs/youths includes access to IAS 2021, a compelling combination of virtual sessions and satellites, the virtual exhibition and poster areas, as well as interactive networking opportunities for the duration of the virtual conference period.

No access to the virtual platform will be given until payment in full has been received for the entire group.

The IAS 2021 - Registration team cannot be held responsible for double registrations/bookings of a participant made by the group manager as well as the individual or another company/organization.

Registration confirmation and invoice

A payment order will be sent by email to the group manager once the IAS 2021 - Registration team has received the fully completed registration form. After receipt of the full payment the group manager will be provided with a registration confirmation and all information needed to provide the required details of their group members. The invoice will be issued after the conference.

Methods of payment

The registration fee must accompany all conference registrations. Payments have to be made in advance and in USD only, using a credit card (up to a total amount of USD 10.000) or by bank transfer (no cheques are accepted). All bank fees and money transfer costs must be prepaid by the transmitter. Clearly indicate IAS 2021, the group number and the group manager's name as a reference on all bank transfers.

Group registration procedure

After the IAS 2021 - Registration team has received the completed group registration form and payment in full, the group manager need to complete a pre-formatted group information template (excel spreadsheet) which will then have to be sent to the IAS 2021 - Registration team together with any required supporting documents (if applicable). The group manager must make sure that all individualized mandatory data for all group members is provided.

The complete details for the group members must be provided no later than 21 June 2021. The IAS 2021 - Registration team will then provide each group member with information on how to login to or create their IAS 2021 account to access the conference platform.

Registration name change

Name changes must be made by using the pre-formatted group information template. The group manager is requested to clearly mark the name change. Name changes received by 5 July 2021 are free of charge. After 5 July 2021, a name change fee of USD 65 will be charged for every name change to an existing registration.

Only name changes advised by the group manager will be accepted.



Cancellation policy

Notification of cancellation must be made in writing and sent to the IAS 2021 - 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.

If the written notification of cancellation (including all relevant information regarding the bank account if applicable) is received on or before 31 May 2021, 50% of the registration fee will be refunded. No refund requests will be accepted after 31 May 2021. The cancellation will not be effective until a written acknowledgement from the IAS 2021 - 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 IAS 2021 - Registration team, by email, no later than 21 July 2021. A handling fee of USD 65 will be charged. No refund requests will be accepted after 21 July 2021. The refund will not be effective until a written acknowledgement from the IAS 2021 - 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, financial losses, any other losses incurred, 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 11th IAS Conference on HIV Science (IAS 2021) conference 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 IAS 2021 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:

- IAS 2021 - Registration team, c/o K.I.T. Group, Germany
- The IAS 2021 Virtual Platform Provider

The contact details (full name and home address, participant type, email) of delegates who have accepted to share their contact details when registering will be shared periodically with the following conference sponsors, in countries which legislation might not ensure an adequate level of data protection:

- Gilead, USA
- Merck, Sharp & Dohme, Corp. USA
- ViiV Healthcare, UK

The above mentioned conference sponsors may only use these contact details to contact delegates regarding activities during the conference or other communications which may be of related interest. Therefore, data might be passed on to third parties unless otherwise explicitly indicated by the delegate on the registration form

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.

K.I.T. Group will collect and store all personal data for the preparation and execution of IAS 2021, and not use the personal data for any other purposes.



When registering, delegates are asked to complete the online registration 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). All data will be stored and processed in accordance with the applicable data protection regulations, in particular the Basic Data Protection Regulation DSGVO (Regulation (EU) 2016/679) and the Federal Data Protection Act (BDSG).

If the participant chooses to pay for the booking(s) by credit card, credit card information (e.g., credit card type and number, CVC code, expiry date, name of the credit card holder) will also be collected. In order to protect and safeguard the personal data provided to K.I.T. Group, K.I.T. Group 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. The payment service provider of the International AIDS Society is used for data processing within the scope of the payment procedure for credit card use.

Furthermore, K.I.T Group 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 K.I.T Group server and network are protected by firewalls against unauthorized access and K.I.T Group 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 IAS [privacy policy](#).

Further information on data protection (the rights as a data subject to information, objection, withdrawal of consent, blocking and deletion of personal data) can be found in the registration data protection information. Personal data is generally only stored within the scope of the statutory storage obligations. If you have any data protection queries, please contact the data protection officer of K.I.T. Group (e-mail datenschutz@messe-berlin.de).



Conference Embargo Policy

All IAS 2021 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 [IAS 2021 conference embargo policy page](#).

All conference participants, presenters and media commit to adhere to this policy when they apply for conference registration.

IAS Principles and Values of Conference Participation

By attending IAS 2021, delegates agree to comply with the IAS Principles and Values of Conference Participation. The full policy is available on the conference website.

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 Groups 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.