

## **GENERAL CONDITIONS**

### **Information about participant**

When filling in the application please enter your full name and e-mail.

Data sent to the organizer via online registration form remain in the property of the organizer and will be used only for the purpose of registration, abstract submission, hotel accommodation and other Congress related issues.

### **Information about the sponsor/payer**

Please specify the details of the sponsor/payer for the purpose of issuing the invoice for the paid services. Information about sponsor/payer need to include name of the payer, address and VAT number.

### **Registration fee**

Registration fee includes VAT.

The registration will be confirmed upon receipt of registration form and payment in full amount.

Registration confirmation will be sent to the e-mail address of the registered participant.

If you do not receive a confirmation within 7 days after submitting the application and payment, please contact the agency Bizz travel d.o.o.

Change or cancellation of registration of participants:

- Any changes or cancellation must be sent to [goran@bizztravel.biz](mailto:goran@bizztravel.biz)
- Cancellations received up to and including September 20, 2019: registration fee minus 25% handling fee
- No refund on cancellations after September 20, 2019
- For any name change, we charge a fee of 50€

### **Accommodation**

Prices are per room per night based on half board (breakfast and lunch).

Meals can not be excluded from room price.

VAT and city taxes are included.

Rooms are available for the period from October 24 (check-in) till October 27 (check-out). Any possibility of bookings before and after these dates will depend on Hotel availability.

Check-in on the day of arrival is after 16:00.

Check out on the day of departure is until 10:00.

Changes or cancellations of accommodation:

- Any changes or cancellation must be sent to [goran@bizztravel.biz](mailto:goran@bizztravel.biz)
- Cancellations received up to and including July 24, 2019: total minus 25% handling fee
- Cancellations received up to and including September 24, 2019: total minus 50% handling fee
- No refund on cancellations after September 24, 2019
- For any name change, we charge a fee of 50 €

Accommodation booking will be confirmed based upon availability on the day of the receipt of the reservation request and payment in full amount, noting that the number of rooms is limited and bookings will be handled on „first come first serve basis“.

Confirmation of accommodation will be sent to the e-mail address of the registered participants.

## **Payment**

### *Bank transfer*

Payments should be made to:

Bizz travel d.o.o., Mitnicka 3, 10000 Zagreb, VAT No HR04194636066.

Account number: IBAN: HR1723600001102240649

Zagrebacka Banka; reference number 10 2019,

Please write first and last name of participant in payment description.

Payments without the reference number and first and last names of the participants will not be processed.

If a payment is made for a group of participants, a list of participants for which the payment was made have to be sent to the organizer with the confirmation of payment.

### *Credit card*

If you want to pay by credit card please contact us via e-mail [goran@bizztravel.biz](mailto:goran@bizztravel.biz) or phone +385 1 4111 522 and we will send you credit card authorization form.

Invoice for the payment of services will be sent to the payer which is listed in the application.