

General Terms and Conditions

Version from July, 21st 2020

Organizer: Aachener Kolloquium Fahrzeug- und Motorentechnik GbR

Digital Event: Aachen Colloquium Sustainable Mobility

1. Organizer

The Aachen Colloquium Sustainable Mobility is organized by the Aachener Kolloquium Fahrzeug- und Motorentechnik GbR (company constituted under civil law).

2. Services

The services with regard to type and scope are rendered according to the description on the registration forms, which are applicable for the respective year, as well as the descriptions on the website and in the applicable program booklet.

3. Scope of Services

The participant fees contain the access to the digital exhibition and technical lectures on all event days as well as the proceedings. As a further free of charge service, participants have the possibility to be included in a participant list with the following data: Company, first and last name, postal address. All event fees are net prices excluding applicable VAT, and possible further taxes and charges if applicable.

4. Registration and Registration Confirmation

Registration for the Aachen Colloquium Sustainable Mobility must be made online via the registration portal on the website www.aachen-colloquium.com or www.aachener-kolloquium.de. A separate form must be used for each participant. Bulk registrations can be done via the registration portal on the mentioned website. The organizer reserves the right to reject registrations, which were not made via the registration portal on the website. The registrations are considered in the order of their receipt date. Confirmation of a registration is sent to the email address, which was stated during the registration process. In case a third party registers one or more participants for the event on their behalf, the third party needs to assure that he/she is authorized explicitly by the participant or the participants to register and asserts this towards the organizer. In this case, the third party will furthermore assure that the person to register is made aware of the privacy policy, which is available at www.aachen-colloquium.com/privacy or www.aachener-kolloquium.de/datenschutz. However, the registration shall only be regarded as completed after a registration confirmation has been sent by email and payment has been received by the organizer. The organizer reserves the right to deny access to the event to participants who have not paid their invoices in full (i.e. payment not received in the account) prior to the beginning of the event. Any side agreements must be made in writing.

5. Payment Terms

Invoices shall be sent to the billing address, which was indicated on the registration form, by mail or as digital version immediately after invoicing and without any additional costs. All invoices shall be valid without signature. The invoice amounts shall be payable without any deductions after receipt of the invoice by the due date, which is stated on the invoice. Pre-payment can be made either by bank transfer or credit card (VISA and MasterCard). If payment is transferred from abroad,

the payer shall bear all applicable charges. The registration shall only be regarded as complete after payment has been received.

6. Exhibitors, Responsibility for Exhibition Booths

These terms and conditions are not valid for exhibitors. For exhibitors, separate terms and conditions are valid. These are available on the event website or can be requested from the organizer at any time.

Responsibility for the content of the digital exhibition booths lies solely on the respective exhibitor.

7. Lecture Program

In exceptional circumstances, the organizer reserves the right to change the program at short notice while maintaining the overall character of the event. The lecturers shall be solely responsible for the content of their lectures. The organizer shall not be liable.

8. Privacy

Information concerning privacy shall be made available to the participant in a separate policy. The organizer points out explicitly that the privacy policy is available at www.aachen-colloquium.com/privacy and www.aachener-kolloquium.de/datenschutz.

9. Access to the digital event

The participant will receive a message by e-mail in advance of the digital event with a link to access the digital conference platform. To participate in the digital event the creation of a user account with first name, last name, e-mail address and entry of a password is required. After the user account has been set up by the participant will receive the user authorization to access the content of the event on digital media during the period of the event. The subscriber himself/herself is responsible for the provision of suitable hardware and software (e.g. Internet browser). The participant is prohibited to pass on his user name and password for access to the online seminar to third parties and/or to tolerate third parties to gain knowledge of it.

10. Cancellation by the Organizer

The organizer reserves the right to cancel the event for important reasons, for example force major events or other circumstances outside the organizer's control. In this case, the organizer agrees to notify the participants about the cancellation of the event via email and to refund those participant fees, which have already been paid, to the full amount. Furthermore, the organizer reserves the right to cancel a lecture or a session without substitution in case of a speaker's absence due to illness. Refunds for individual lectures or sessions shall not be possible

11. Cancellation by the Participant

The cancellation of a registration must be made in writing. For duly cancellations by September 1st of the event year according to post mark or receipt of the email, an administrative charge of € 70,- plus applicable VAT shall be charged. Participant fees, which have already been paid, shall be reimbursed minus the administrative charge if a cancellation is received by this date.

For cancellations after September 1 of the event year or in case of absence of the participant from the event an already paid participation fee minus a handling fee of € 140,- plus value added tax will be reimbursed. If the participation fee has not yet been paid, the processing fee is to be paid. The participant has the possibility to prove that the organizer has only received less damage. Irrespective of the cancellation, with the payment of the participant fee the participant is entitled to receive the conference documents by mail provided that he/she wishes so.

In case a participant is prevented from participation due to illness and wants to rescind from the contract due to this reason, the participant shall submit a medical certificate to the organizer immediately, stating the absence due to illness for the entire duration of the event. In this case, the administrative charge shall become void and fees, which have already been paid, shall be reimbursed in full. In the event of a cancellation due to illness, the entitlement to receipt the proceedings shall become void.

Participants shall not be entitled to reduction, retention or offset, unless these entitlements are undisputed and legally proven in writing.

12. Rebooking by the Participant

If they are unable to attend the event, participants shall be entitled to nominate a replacement. This change of participants is free of charge until September 1st of the event year. After this date, every change of a participant is charged with a fee of € 50,- plus VAT. If the replacement participant does not fulfill the same conditions as the original participant, for example if he is not entitled to a discount, which was granted to the original participant, the difference shall be paid immediately. Otherwise, the organizer reserves the right to reject the rebooking and refuse the participation of the replacement participant. In addition, the replacement participant may not already be registered for the event. Changes of participants shall be submitted in writing to the organizer by October 1st of the event year including all necessary data for the identification of the original and the replacement participant. The original participant and the replacement participant are jointly and severally liable for the payment of the participant fee and the rebooking fee. The official registration form must not be used for the notice of change.

13. Proceedings

The proceedings will be sent to the participant by mail after all unpaid invoices have been paid. The organizer reserves the exclusive rights for the proceedings. They must not be reproduced, digitalized, published, distributed, provided for downloading, used for other events or provided to third parties without the explicit written permission of the organizer. Licenses for the in-house distribution can be applied for in writing from the organizer. Beginning in 2012, the proceedings are listed with an ISBN number, which means that they can be stated and cited as a publication subject to stating the full source. The conference proceedings of each year will be sold only after the end of the event.

14. Place of Jurisdiction and Applicable Law

The contractual relationship shall exclusively be subject to German law and exclude any provisions of the international private law. To the extent permissible, Aachen shall be the place of jurisdiction.

General Information

Organizer: Aachener Kolloquium Fahrzeug- und Motorentechnik GbR

Digital event: Aachen Colloquium Sustainable Mobility

1. Registration

The organizer recommends an early registration of participants.

2. Registration Process

- 1) Register online
- 2) Receive a confirmation
- 3) Wait for the invoice and pay
- 4) Registration is completed after receipt of payment
- 5) Documents will be sent per mail

3. Delayed Payment

According to our general terms and conditions participant fees must have been paid in full and received in the organizer' account at the beginning of the event (see section 4 of the general terms and conditions). If you are unable to comply with these conditions, please contact the organizer immediately.

4. Information Office

The opening hours of the information office in the year 2020 are:

Monday, October 5th 4pm – 7pm

Tuesday, October 6th 7.30am – 6pm

Tuesday, October 7th 7.30am – 5pm

5. Conference language

The lectures and the proceedings will be held/ published in English only.

6. Purchase of Proceedings

Licenses for individual usage or in-house provision of proceedings and individual articles can be ordered from the organizer.