



# IW-CIGSTech 9

9th International Workshop on CIGS Solar Cell Technology

18 June 2018, Stuttgart

## TERMS & CONDITIONS

### IW-CIGSTech 9 Workshop

#### 1. TYPE OF EVENT, LOCATION, HOST etc.

These General Terms and Conditions are valid for each attendee registered for the IW-CIGSTech 9 Workshop, June 18, 2018 in Stuttgart, Germany (hereafter referred to as "workshop") as well as the networking event on June 18.

Location: ZSW (Zentrum für Sonnenenergie- und Wasserstoff-Forschung Baden-Württemberg), Meitnerstrasse 1, 70563 Stuttgart

Host and responsible organizers:

Zentrum für Sonnenenergie- und Wasserstoff-Forschung Baden-Württemberg (ZSW), Industriestraße 6, 70565 Stuttgart, <http://www.zsw-bw.de>

Encashment and online registration (on behalf and for the account of ZSW (Zentrum für Sonnenenergie- und Wasserstoff-Forschung Baden-Württemberg): PSE Conferences & Consulting, Emmy-Noether-Str. 2, 79110 Freiburg, Germany, [www.pse-co.de](http://www.pse-co.de).

#### 2. PROGRAM AND SOCIAL PROGRAM

##### PROGRAM

The workshop program will be published on the workshop website <http://www.iw-cigstech.org>.

The organizers cannot assume liability for any changes in the program due to external and unforeseen circumstances such as but not limited to cancellation of speakers, delay of means of travel, etc. and reserves the right to cancel, postpone, relocate or change any of the sessions or to add new sessions and to make changes regarding speaker identity. Updates will be published on the website regularly.

#### 3. REGISTRATION

##### WORKSHOP REGISTRATION

The registration for the workshop is available online: <http://www.iw-cigstech.org>. The registration deadlines are as follows (may be subject to change):

- Online registration deadline: June 18, 2018 (subject to availability)
- On-site registration: Please note there will be no on-site registration at the workshop venue.

The registration will only be valid upon receipt of full payment.

CAPACITY is limited! Registrations will be handled on a first come, first serve basis. If the maximum attendee capacity is reached, the organizers reserve the right to refuse further registrations.

The workshop registration includes all workshop sessions, lunch and coffee breaks, participation in the networking event as well as the list of participants and the presentations (if cleared for publication) online.

##### NETWORKING EVENT

Registrations the networking event cannot be refunded, but a substitution will be allowed before start of the workshop.



CAPACITY is limited! Registrations will be handled on a first come, first serve basis. If the maximum attendee capacity is reached, the organizers reserve the right to refuse any further registration.

#### 4. PAYMENT

The whole payment procedure will be managed by PSE Conferences & Consulting GmbH on behalf and for the account of ZSW (Zentrum für Sonnenenergie- und Wasserstoff-Forschung Baden-Württemberg). The online encashment is realized in cooperation with a bank security system company (B+S Card Service GmbH) and the security systems "Verified by Visa" (VbV) and "MasterCard Secure Code" (MSC). PAYMENT is required at the time of registration and should be made in Euro only.

Payment is possible by credit card (Visa, Master Card, Amex Card) and Bank Transfer (only for EU customers): Attendees should complete the relevant section of the online registration form. Confirmation of the workshop fee will be forwarded after acceptance of payment by the credit card company. The workshop fee and additional services are subject to 19% German VAT. Should VAT rates increase, the fee and prices quoted will be subject to adjustments without prior notice. The participant will receive confirmation of his/her online registration by e-mail with the invoice attached. If no confirmation is received within 48 hours, please contact Maria Hemming [hemming@pse-co.de](mailto:hemming@pse-co.de).

#### 5. CONFIRMATION/ADMISSION

An attendee's registration will not be valid until receipt and clearance of payment by the workshop organizers. A letter of confirmation/payment receipt will be sent by email once the organizing team has received the fully completed registration form and the related payment. Attendees should present this confirmation/payment receipt on-site to proof their registration and payment.

##### VISA REQUIREMENTS

It is the sole responsibility of the attendee to contact the nearest embassy or consulate for visa details and to allow sufficient time for the visa application procedure. Please be aware that the visa process might take several months.

##### INVITATION LETTER FOR VISA APPLICATION

Delegates must have registered and paid the required workshop fees before requesting an official Letter of Invitation. For a letter of invitation, please contact [info@iw-cigstech.org](mailto:info@iw-cigstech.org). Please note that the IW-CIGSTech organizers will not be able to contact or intervene with any embassy or consulate office on behalf of a delegate.

The Letter of Invitation does not financially obligate the conference organizers in any way. All expenses incurred in relation to the conference are the sole responsibility of the attendee.

#### 6. CANCELLATION POLICY

Registered workshop participants who cannot attend the event will be refunded as follows:

- Receipt of cancellation until May 14, 2018: Refund of 50% of the workshop fee minus 20 € handling fee.
- No refund can be accepted after May 14, 2018.

Substitutions are welcome at any time before start of the event. If you wish to substitute a participant, please contact the workshop organizers at your earliest convenience.

Credit will not be given for unattended events or early termination of attendance. Cancellations of the registration have to be made in writing to PSE Conferences & Consulting GmbH, Emmy-Noether-Str. 2, 79110 Freiburg, Germany. All refunds will be made after the workshop and within four months. Any bank charges involved will be charged to the participant.



## 7. CANCELLATION OF THE EVENT

If the workshop cannot be held or is postponed due to events beyond the control of the organizers (force majeure, such as but not limited to a war, strike, riot, crime, flooding, earthquake, or volcanic eruption) or due to events which are not attributable to wrongful intent or gross negligence of the organizers, the organizers cannot be held liable by attendees for any damages (whether direct or indirect), costs, or losses incurred, including but not limited to transportation costs, accommodation costs, financial losses, loss of profit, etc. Under these circumstances, the organizers reserve the right to either retain the entire registration fee or to reimburse the attendee after deducting costs already incurred for the organization of the workshop and which could not be recovered from third parties.

## 8. DATA PROTECTION

The personal information provided by the participants will be held on a database. Credit card information will NOT be stored in this database. The email addresses will be used to send the payment/registration confirmation mail and will be handed on to the organizer of the next IW-CIGSTech workshop. The personal data won't be given to a third party not related to the Workshop. Participants who do not wish their email addresses to be used in the above described manner can ask PSE Conferences & Consulting GmbH anytime to delete their personal information from the database. For further details please see the Data Protection Policy on the PSE website.

## 9. LIABILITY

The hosts and organizers shall be held liable in the framework of a duty of care as a respectable businessman according to statutory provisions. The host and organizers shall be liable regardless of the legal nature of the claim only in relation to wilful acts or gross negligence. The host's and organizer's liability is limited to the compensation of the direct damage; any liability for consequential damage is excluded. In cases of personal injury, this limitation of liability shall not apply, instead statutory regulations shall apply. The liability of commissioned service providers shall remain unaffected by this. The attendee shall take part in the workshop at his/her own risk. Verbal agreements shall not be binding if these have not been confirmed in writing by the organizers.

The organizer shall not be liable for personal property the attendee leaves unattended at any time during the workshop. The attendees acknowledge the character of the workshop as public event. The liability of the organizer for damage or loss of property therefore is restricted to wilful intent and gross negligence.

## 10. FULFILMENT AND JURISDICTION

The place of performance and jurisdiction will be Stuttgart, Germany. All contractual and legal relationships are subject to the exclusive application of the law of the Federal Republic of Germany, and in the event of any legal claims arising from either party, Stuttgart, Germany shall be the sole court of jurisdiction. Conflicting terms of business formulated by the participant shall only become a part of the contract if the organizer specifically agrees to them in writing. All amendments or supplements to the terms of the contract must be made in writing.

## 11. SALVATORI CLAUSE

If there is a determination of these Terms and Conditions to be ineffective or impracticable, then the validity of the remaining provisions shall in no way be affected. In such case the void and/or illegal provision shall be replaced by a valid provision which comes as close as possible to its intended effect and best coincides with the purposes of this contract.