



Terms and conditions
International Short Break Conference
12-14 September, 2023, Wrocław

§ 1. GENERAL PROVISIONS

1. The International Short Break Association Conference, hereinafter referred to as the **Conference**, shall be held on **12-14 September, 2023**.
2. These Regulations define the conditions of participation in the Conference, as well as the specific rights and obligations of the Organiser, Participants, Speakers and Panellists.
3. The **Organiser** of the Conference is the Imago Foundation, based at 123 Hallera Street, 53-201 Wrocław. The co-organisers of the Conference are the Bonitum Association and the Potrafię Pomóc Foundation.
4. The official website of the Conference can be found at: www.isba.me.
5. The aim of the Conference is to develop knowledge and experience in the field of short break services - respite care as provided within different countries and cultures.
6. The Conference is particularly addressed to people who provide, use or require respite/short break services, including carers, people with disabilities, policy makers, representatives of NGOs and public administration at all levels and other community/business leaders who have a stake in shaping respite services, and anyone interested in the area of respite care.
7. The **Participant** in the conference is an adult who registers for the conference.
8. The **Workshop Presenter** is an adult natural person who has registered to speak during the Conference and has been authorised by the Organisers to conduct a workshop during the Conference. To the extent that these Terms and Conditions do not provide otherwise, all provisions concerning Participants shall apply to Presenters in an analogous manner.
9. The **Speaker** or **Panellist** is an adult natural person who has been authorised by the Organisers to give a presentation during the Conference or to participate in a panel discussion. To the extent that these Terms and Conditions do not provide otherwise, all provisions relating to Participants shall apply analogously to Speakers and Panellists
10. The Organisers reserve the right to make changes to the programme and the Terms and Conditions of the Conference, and undertake to update the information on the website of the Conference.
11. The Conference will be held in Polish and English - the Organiser will provide interpretation in both languages.
12. The provisions of these Terms and Conditions are an integral part of the Conference participation application, and the submission of the application form to the Organiser constitutes acceptance of these Terms and Conditions and is binding to both parties.

§2 REGISTRATION

1. Participation in the Conference is conditional on:
 - a) electronic submission of a completed registration form available on the Conference website;
 - b) payment of the Conference fee by online payment or bank transfer by the data indicated in the registration form.
2. The number of places for Conference participants is limited. In case places are no longer



available, the registration of participants will be closed. Information about the closure of the registration process will be posted on www.isba.me.

§3 CONFERENCE FEES

1. Conference fee:
 - a. Speakers and panellists - participation free of charge
 - b. Presenters during workshops: PLN 500 (approx. USD 112.50 / EUR 107.50 / GBP 85)
 - c. Participants:
 - i. between May 8 – June 7, 2023: PLN 1000 (approx. USD 225.00 / EUR 215.00 / GBP 170)
 - ii. from June 8, 2023: PLN 1500 (approx. USD 335.00 / EUR 325.00 / GBP 260)
2. The Conference fee does not include additional afternoon and evening activities (including events, excursions). These options are charged extra according to the prices included in the registration form.
3. The Participant has the right to cancel his/her participation in the Conference free of charge provided that he/she notifies the Organiser by e-mail no later than June 30, 2023 at isba2023@fundacjaimago.pl. After this date, all payments are non-refundable.
4. For cancellations made before July 1, 2023. the registration fee is refundable, less a handling fee of 50% of the amount paid.
5. The organiser is not responsible for any financial losses resulting from exchange rate fluctuations.
6. The organiser may need up to 10 working days to process and make a refund.
7. A Participant who cancels his/her participation has the right to nominate another person in his/her place.
8. Upon the Participant's request, the Organiser may issue a VAT invoice for participation in the Conference. Relevant invoice data should be provided through the registration form.

§4 FINAL PROVISIONS

1. The Organiser reserves the right to use the e-mail address provided during registration for the Conference to notify Conference Participants of, among others, changes to the Conference programme, Terms and Conditions, and to send invitations to future editions of the Conference.
2. The Organiser reserves the right to cancel or postpone the Conference for reasons beyond their control.
3. In matters not covered by these Terms and Conditions, the provisions of the Civil Code shall apply.
4. These Terms and Conditions shall enter into force on the date of their publication on the Organiser's website.
5. The Organiser has the right to change the Terms and Conditions. The amendments shall come into force as soon as they are posted on the Organiser's website.
6. Disputable issues and issues not covered by these Terms and Conditions shall be subject to the Organiser's decisions.