

TERMS AND CONDITIONS FOR INDIVIDUALS ATTENDING THE IDF CONGRESS 2025

Definitions

These terms & conditions are valid for every person individually registered to attend the IDF Congress 2025 in Bangkok, Thailand from 7 to 10 April 2025.

All references to the age of a person, mentioned in this and other congress documents, refer to the age of that person as of 7 April 2025 (the first day of the congress), unless otherwise specified.

All references to a date or a deadline, mentioned in this and other congress documents, refer to the Coordinated Universal Time (UTC).

Individual registration rate

| All rates are in Euro and inclusive of Belgian VAT | Early rate 1 April - 31 October 2024 | Standard rate 1 November 2024 - 10 April 2025 | Day rate Onsite only |
|--|--|---|-------------------------|
| Regular rate (1) | 500 | 600 | 250 |
| Healthcare Professional (2) | 250 | 350 | 200 |
| Low and lower-middle income economies LMIE (4) | 250 | 300 | 120 |
| Student (3) | 75 | 100 | 100 |

- 1) Medical doctor and group rate
- 2) Healthcare professionals other than medical doctor
- 3) Residents and citizens of LMIEs as defined by the World Bank incl India **AND** Thailand & China
- 4) Students at the time of the congress. Not applicable to post doctorate students

Pre-registration

Only fully completed online registration forms will be accepted. The registration is only valid upon receipt of full payment. If the full payment has not been received by the corresponding deadline (early or standard rate), the subsequent rate will automatically apply. **Payment by bank transfer must be received by 31 March 2025. After that date only payment via credit card will be accepted.**

To be able to register, individuals must be at least 18 years old. Participants may be asked to present an official identity card stating their date of birth (e.g. passport, driving license etc.).

To be able to register as a student, a valid Student ID is required. Student identification must be kept available during all times during the congress.

The registration fee includes entry to all congress sessions, the exhibition and poster area, the opening and congress material. All congress materials will be distributed on site.



International Diabetes Federation
Avenue Herrmann-Debroux 54
1160 Brussels
Belgium
www.idf.org | VAT BE433 674 528

Congress Unit
congress@idf.org



All recorded congress content (presentation slides and session videos) will be available to all registered attendees for view on demand immediately after the congress for a duration of four weeks.

Registration confirmation/receipt

A registration confirmation/receipt will be sent by email after the IDF Congress Secretariat has received the fully completed online registration form, the related payment and any necessary documentation. Participants may be requested to present this registration confirmation/receipt at the registration counter as proof of their registration and payment.

Methods of payment

Payment should preferably be made by credit card (Eurocard/Mastercard or VISA). The card owner's name, the expiry date and the security code need to be indicated.

Personal cheques, company cheques or Euro cheques are not accepted.

Payment can also be made by direct bank transfer without charges to the beneficiary.

Beneficiary name: IDF

Account name: IDF Congress

Account number / IBAN: BE67 6451 4103 3587

Swift code / Routing: BIC JVBABE 22

Bank name: Bank: J. Van Breda & Co

Bank address: Ledeganckkaai 7, BE2000 Antwerpen, Belgium

The name and address of the participant must be clearly stated on the bank transfer.

On-site registration

On-site registration is open from Monday 7 April to Thursday 10 April 2025 from 07.00 to 18.00.

On-site registration is at the on-site rate. Day rates will also be available on site.

Payment for on-site registration has to be made by credit card (Eurocard/Mastercard, VISA) or in cash (currencies accepted are US\$, EURO and Thai BAHT only).

Registration name change

All name changes must be done by email, no name changes will be accepted by telephone.

Name change for a confirmed registration will be subject to an administrative fee of 50 EUR per participant.

A new registration form for the substitute participant should NOT be submitted.

Cancellation policy

Notification of cancellation must be made in writing and sent to the IDF Congress Secretariat by email. The cancellation will not be effective until a written acknowledgement from the IDF Congress Secretariat is received.

Cancellation received by 31 March 2025 are subject to an administrative fee of Euro 50 per cancellation.



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Cancellations received on or after 31 March 2025 are non-refundable.

In the case of overpayment or double payment, refund requests must be made in writing and sent to the IDF Congress Secretariat by email, no later than 30 April 2025.

Refunds will be made in the same form as the original transaction. For original payments made by bank transfer, the cancellation notification must include all relevant information of the bank account to which a possible refund may be made.

Credit will not be given for unattended events or early termination of attendance.

Cancellation or postponement of the congress

In the event that the congress cannot be held or is postponed due to events beyond the control of the congress organisers (such as but not limited to force majeure) or due to events which are not attributable to wrongful intent or gross negligence of the congress organisers, the congress organisers cannot be held liable by participants for any damages, costs, or losses incurred, such as transportation costs, accommodation costs, costs for additional orders, financial losses, etc.

Modification of the programme

The congress organisers reserve the right to modify the programme, which is published as an indication only.

Lost name badge

The congress name badge must be worn at all times during the congress. Access to the congress exhibition and sessions will not be granted without a proper name badge. If a participant loses, misplaces or forgets the name badge, an administrative fee of EUR 50 will be charged for a new name badge. Upon handing out a new name badge, the lost badge will be deactivated and becomes invalid.

Letter of invitation

Individuals requiring an official letter of invitation from the congress organisers can download the letter from their congress profile once full registration payment has been received by IDF.

The letter of invitation does not financially obligate the congress organisers in any way. All expenses incurred in relation to the congress are the sole responsibility of the individual participant.

Data protection and sharing of contact details

The IDF Congress Secretariat will collect and store all personal data for the preparation and execution of the IDF Congress 2025 in accordance with the General Data Protection Regulation (GDPR). When the IDF processes personal data of any kind, it shall do everything in its power to preserve their confidentiality and to inform the data subjects, in the greatest transparency, of the reasons for and means of the processing it undertakes.

The processing of your personal data is carried out based upon your consent. If you register at the IDF Congresses 2025 you consent with the processing of your personal data for the purposes related to this event.

Pictures will be taken during the event. These pictures will be used by IDF alone and will be accessible to the participants of the event. Only pictures of overall views will be included on public platforms such



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as the IDF website, newsletters and social media. If you wish to remove a picture of yourself, you can always contact IDF.

Liability and Damage

The congress organisers cannot be held responsible for any personal injury, loss, damage or accident to private property, or for additional expenses incurred as a result of delays or changes in air, rail, road or other services, strikes, sickness, weather and other causes.

The congress organisers cannot be held responsible for any loss or damage as a result of hacking, acts of piracy or malicious acts from third parties.

The participant shall be responsible for any damage or loss caused by the act, default or negligence of the participant or his/her guest and shall pay on demand the amount required to make good or remedy any such damage.

The participant must ensure he/she or members of his/her party and anyone visiting them at the congress behave in such a way that they do not cause a nuisance or unreasonable disruption to the congress, other participants, the congress organisers or any other visitor of the congress venue.

The congress organiser does not accept liability for, and the participant is to indemnify the congress organiser against, any claims arising from:

- i. Failure to provide any of the services contracted, and the congress organisers reserve the right to alter or cancel any booking due to circumstances beyond its control, including but not limited to industrial action, postal communications, flooding, storm, supply of gas, electricity and water, fire alarm evacuation, hacking or any act of god. In such a case, the congress organiser will use all commercially reasonable efforts to offer alternative services.
- ii. Accident, injury or damage to the participant, their guest's contractors and agents, or their respective property due to their own actions, neglect or actions of others.

The participant should make sure that they are fully insured against all losses or liabilities referred to in this clause. The congress organiser reserves the right to refuse to accept any booking if the participant cannot provide proof that he/she has sufficient insurance to cover his/her liability under this clause.

Fulfilment and jurisdiction

This contract is subject to Belgian law. The terms of this contract shall be fulfilled in Bangkok, Thailand but, in the event of any legal claims arising from either party, Brussels in Belgium shall be the sole court of jurisdiction.