



TERMS AND CONDITIONS – CONFERENCE REGISTRATION AGREEMENT

The FIDIC International Infrastructure Conference 2018 (“**FIDIC Conference**”) will take place at the InterContinental Hotel, Berlin (the “**Venue**”) on the 9th – 11th of September 2018. This registration agreement (the “**Agreement**”) is made by and between FIDIC-Fédération Internationale des Ingénieurs-Conseils (“**FIDIC Conference Organiser**”) and the registrant. This Agreement includes and incorporates by reference the Privacy Policy/Terms of Use indicated in the footer below. All written notice and requests, including requests for a copy of the Registration Terms and Conditions, as well as the Privacy Policy/Terms of Use, shall be sent to the FIDIC Conference Organiser at fidic2018@fidic.org or FIDIC Conference 2018, WTC II –Geneva Airport, P.O. Box 311, CH 1215, Geneva 15, Switzerland.

CANCELLATION POLICY

If circumstances or policies in your organisation change and you can no longer attend the FIDIC Conference and social events, you may cancel your registrations by providing a written notice to the FIDIC Conference Organiser at the contact information provided. The FIDIC Conference refund policy is as follows:

- Cancellation before 31st of July 2018: Full refund of registration fee less 25% as administration fee.
- Cancellation after 31st of July 2018: No refunds.

In the event that you cancel this Agreement, the FIDIC Conference Organiser shall refund to you the remaining fees, if any, within thirty (30) days upon the receipt of the cancellation notice.

Please remember that cancelling your registration does not automatically cancel your hotel and travel arrangements. Individuals are responsible for cancelling their own hotel and travel reservations.

You can make a modification at any time for a EUR 50 fee per change. Please see the conference Modification Policy below for details. If you do not attend the FIDIC Conference and did not cancel your registration but have paid your registration fee, you will not be refunded.

MODIFICATION POLICY

Delegates can amend their conference registration at no charge before midnight (CET – Central European Time) on the 31st of July 2018. After this date, all delegates that request amendments to their bookings will be charged EUR 50 as administration fee per update. All modifications must be made in writing to the FIDIC Secretariat.

Modifications, including those made on site, are allowed with the written permission of the original registrant. You may submit your request via email or mail. ***Please note there will be a EUR 50 processing fee per requested change.***

Email: fidic2018@fidic.org



Regular or express mail:

FIDIC – Fédération Internationale des Ingénieurs-Conseil
To the attention of FIDIC Conference 2018
WTC II – Geneva Airport
P.O. Box 311
CH 1215, Geneva 15
Switzerland

AGE LIMITATION

Attendees must be 18 years of age to attend the FIDIC Conference and all events related to the conference such as the Welcome Reception and the Gala Dinner. Requests for any exception to this term must be made in writing to the FIDIC Conference Organiser.

PAYMENT

The fees for the FIDIC Conference registration will be as follows:

- **All fees are indicated in EUR before the mandatory Value-added tax (VAT)**
- **An additional 19% VAT must be included in the total price**
- **Additional charges: Should customer support with offline registration be required, FIDIC reserves the right to apply administrative fees in addition to the original registration costs.**

| CATEGORIES | REGISTRATION CRITERIA | EARLY BIRD Until 30 st of June 2018 | STANDARD From the 1 st of July 2018 | ON-SITE From the 9 th of September 2018 |
|--|--|--|--|---|
| FULL CONFERENCE REGISTRATION (Sessions + Social Events- Gala Dinner and Welcome Reception) | | | | |
| FIDIC Member | Member of a FIDIC Member Association, Associate, or an Affiliate member. Full conference registration allows access to conference sessions from Sunday, 9 th of September to Tuesday, 11 th of September, and includes official social events (Welcome Reception, Opening Ceremony and Gala Dinner). Includes all lunches and coffee breaks. | 1000 | 1200 | 1380 |
| Non-Member | Full conference registration for non-members: Non-Member registration allows access to conference sessions from Sunday, 9 th of September to Tuesday, 11 th of September, and includes the official social events (Welcome Reception, | 1280 | 1380 | 1580 |



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|--|--|------|------|------|
| | <p>Opening Ceremony and Gala Dinner).</p> <p>Includes all lunches and coffee breaks.</p> | | | |
| Young Professional (YP) | <p>YPs must be consulting engineering professionals working in a FIDIC member firm and under the age of 40 at the time of the conference. Copy of passport or ID will be requested.</p> <p>The YP registration allows access to conference sessions from Sunday, 9th of September to Tuesday, 11th of September, and includes the official social events (Welcome Reception, Opening Ceremony and Gala Dinner).</p> <p>Includes all lunches and coffee breaks.</p> | 850 | 950 | 1150 |
| Young Professional registered to the Management Training Programme (YPMTP) | <p>YPMTPs must be registered in the FIDIC Young Professionals Management Training Programme (YPMTP) the year that the conference takes place.</p> <p>The YPMTP registration allows access to conference sessions from Sunday, 9th of September to Tuesday, 11th of September, and includes the official social events (Welcome Reception, Opening Ceremony and Gala Dinner).</p> <p>Includes all lunches and coffee breaks.</p> | Free | Free | NA |
| DAY REGISTRATIONS (One-Day access to sessions only) | | | | |
| Day Card for "FIDIC Best Business Practice Forum" - Sunday, 9th of September | <p>One-day registration (Sunday).</p> <p>Includes lunch and two coffee breaks.</p> <p>This registration <u>does not</u> include social events.</p> | 500 | 600 | 700 |
| Day 1 sessions – Monday, 10th of September | <p>One-day registration (Monday).</p> <p>Includes lunch and two coffee breaks.</p> | 500 | 600 | 700 |



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|--|---|-----|-----|-----|
| | This registration <u>does not</u> include social events. | | | |
| Day 2 sessions – Tuesday, 11th of September | One-day registration (Tuesday). | 500 | 600 | 700 |
| | Includes lunch and two coffee breaks. This registration <u>does not</u> include social events. | | | |
| ACCOMPANYING PERSONS (Access to social events only) | | | | |
| Accompanying Persons | Registration for accompanying partners (or direct family members) of registered participants. | 450 | 500 | 600 |
| | The Accompanying Person registration allows partners to attend the following official conference social events (Welcome Reception, Opening Ceremony, and Gala Dinner). Registration as an Accompanying Person <u>does not</u> include access to conference sessions, nor lunches or coffee breaks. | | | |
| STUDENTS (Access to sessions only – Students must be under 26 years of age) | | | | |
| Students | Individuals registering under the 'Student' category must be university students (associate or bachelor degree) under the age of 26. Proof of the student status will be required during registration and at the conference. | 300 | 400 | 500 |
| | Copy of passport or ID will also be requested to confirm the individual's age. This registration only allows access to conference sessions for the 3 conference days. Includes all lunches and coffee breaks. Social events <u>are not</u> included. | | | |

Payments must be settled by credit card or bank transfer only. A purchase order is not an accepted form of payment. In order to meet the discount deadlines, we kindly advise all



registrants to settle their payments promptly. Please note that payments may take up to one week to be effective.

If you arrive on-site with a balance due, you will be required to pay the full on-site price for the type of registration you selected.

DISCOUNTS

Only *ONE* (1) discount can be applied to an individual registration. Under no circumstances can any of the discounts be combined or applied to any special fees.

Your registration must be paid in full before the Early Bird deadline in order to avail of the special Early Bird rates.

COMMITTEE DISCOUNT

FIDIC Committee members will benefit from a special 30% discount on the fees applicable at the moment of registration. Committee members eligible for the Special Code discounts will be advised individually either by the FIDIC Secretariat directly or by their respective Committee Chair. A list of confirmed committee members will be available at the on-site registration desk.

GROUP (20+) DISCOUNT

If you purchase twenty (20) or more Full Conference registration passes at the same time, you will automatically receive a 10% discount per attendee deducted from the STANDARD price. The discount only applies to Full Conference registrations as FIDIC Member, Non-Member and Young Professional. To receive the Group Discount, you will be required to purchase a minimum of twenty (20) Full Conference passes using one (1) credit card or in a single bank transaction. Each group should have a contact person registering all individuals within the group. At the time of purchase, you will receive via email, a unique Registration Confirmation that you can distribute to the individuals in the group.

YOUNG PROFESSIONAL FEES

If you are registering under the Young Professional category, proof that you are an active consulting engineer under 40 years of age will be required when you check in on-site. Young Professionals must bring a valid ID and a business card. Young Professionals must be at least 18 years old and not older than 40 at the time of attendance. Failure to produce proof of age and affiliation to a consulting engineering firm will result in a charge of the full on-site FIDIC Conference registration fee.

STUDENT FEES

If you are registering under the student category, proof of your student status will be required when you check in on-site. Students must bring a copy of a Statement of Student Status or class schedule showing a minimum of twelve (12) units or credits and a valid student ID. Students must also be at least 18 years old at the time of attendance and not older than 26. Failure to produce proof of academic status will result in a charge of the full on-site FIDIC Conference registration fee.

BADGE CONTROL



FIDIC Conference badges (credentials) are the sole property of the FIDIC Conference Organiser and must be returned upon demand to FIDIC Conference representatives. FIDIC Conference badges must be prominently displayed while at the venue of the FIDIC Conference or designated social events. False certification of an individual as a registered participant or exhibitor's representative, misuse of a badge, or any other method used to enable unauthorised personnel to gain admittance to the conference and its social events will be just cause for expelling this person and his representative(s) from the conference and/or banning them from future entrance to FIDIC Conferences. This would also warrant the removal of the exhibitor's booth from the exhibition area without obligation on the part of the FIDIC Conference Organiser for refund of any fees.

PHOTOGRAPHY, AUDIO AND VIDEO RECORDING

The FIDIC Conference is held in a public space; therefore, the FIDIC Conference Organiser does not prohibit participants, exhibitors, sponsors, news and media organisations, or other companies from photographing, videotaping, or audiotaping some FIDIC Conference activities. FIDIC Conference reserves the right to use images taken at the FIDIC Conference with your photograph and/or likeness in future marketing materials.

BADGE SCANNING

You may be asked to scan your badge either to enter the conference and social event venues. Please note scanning of your badge is optional. When your badge is scanned by exhibitors and/or sponsors during the FIDIC Conference, you are opting-in to receiving communications from those entities. You will be automatically subject to their communications and privacy policy. If you wish to opt-out, you must communicate with them directly.

SOLICITING IN THE CONFERENCE

Soliciting is prohibited at the FIDIC Conference. The FIDIC Conference Organiser reserves the right to escort out any individual from the FIDIC Conference who is reported to be soliciting in the conference venue and who is not a FIDIC Conference sponsor or exhibitor. FIDIC Conference Organiser encourages attendees to support sponsors and exhibitors who have contributed to the conference. The FIDIC Conference Organiser also encourages you not to participate in a sales pitch from a non-sponsor or non-exhibitor while at the conference venue.

DRONES

The use of Drones/Unmanned Aircrafts ("UAV") is strictly prohibited at all times throughout the entire Venue and the adjacent areas outside of the Venue. UAV's are devices that are used or intended to be used for flight in the air with no on-board pilot (either controlled manually or through an autopilot using a data link to connect the pilot to the UAV).

ADMITTANCE

In its sole discretion and without refund, the FIDIC Conference Organiser reserves the right to refuse admittance to or expel from the FIDIC Conference anyone that it determines is behaving in a manner that could be disruptive to the FIDIC Conference or any other attendee.

PRIVACY STATEMENT

The list of registered companies will be published online on the FIDIC Conference website. Your name, company name, and email address will be used internally for mailing and important communications regarding the FIDIC Conference and future events.



You can request the FIDIC Conference Organiser to remove your name, company name, and email address from the mailing list. You can also request that the name of your company does not appear on the list of registered participants displayed on the FIDIC Conference website. To do so, please send a written request to:

FIDIC – Fédération Internationale des Ingénieurs-Conseil
To the attention of FIDIC Conference 2018
World Trade Center II – Geneva Airport
P.O. Box 311
CH 1215, Geneva 15
Switzerland

The views expressed by any FIDIC Conference attendee, speaker, moderator, master of ceremonies, exhibitor or sponsor are not necessarily those of the FIDIC Conference or the FIDIC Conference Organisers. All FIDIC Conference attendees, speakers, moderator, master of ceremonies, exhibitors and sponsors are solely responsible for the content of any and all individual or corporation presentations, marketing collateral, advertising, and online Web content.

The FIDIC Conference Organiser reserves the right to request modifications to any statements or presentations.

FORCE MAJEURE

The FIDIC Conference Organiser shall not be held responsible for any delay or failure in performance of its obligations hereunder to the extent such delay or failure is caused by fire, flood, strike, civil, governmental or military authority, acts of God, acts of terrorism, acts of war, epidemics, the availability of the Venue or other similar causes beyond its reasonable control and without the fault or negligence of the FIDIC Conference Organiser, its partners or its subcontractors. For one or more of such reasons, the FIDIC Conference Organiser may postpone, reschedule, or cancel the event without liability on the part of the FIDIC Conference Organiser. In the event the FIDIC Conference cannot be held or is postponed pursuant to this section, the FIDIC Conference Organiser shall not be liable to attendees, sponsors or exhibitors for any damages, costs, or losses incurred, such as transportation costs, accommodations costs, financial losses, or costs of any medical treatments. The FIDIC Conference Organiser will review refund and/or fee transfer requests, submitted in writing, for approval on a situational basis.

