

§ 1. General provisions.

1. 10th International Conference of Polish Society for Crystal Growth hereinafter referred to in the Regulations as the Conference, shall be held in October 16-21, 2016 in Rewita WDW Kościelisko, St. Nędzy Kubińca 101, 34-511 Kościelisko/Poland.
2. Conference Programme Organizer, responsible for the conference programme, is Polish Society for Crystal Growth, based in Warsaw, Wolczynska 133 street, 01-919 Warsaw, Poland, KRS (National Court Register Number) 0000085165, REGON (National Business Registry Number) 350023547.
3. Conference Organizer, responsible for the online payments and bank account for wire transfers: University of Warsaw, Krakowskie Przedmieście 26/28, 00-927 Warsaw, Poland, NIP (Tax Identification Number), 525-001-12-66, REGON (National Business Registry Number) 000001258, sharing web application for on line registration and online payments utilities with title: COFFEE SYSTEM, access from website address: <http://systemcoffee.pl/?lang=en&go2rej=1&kid=555> (the owner and administrator of the system and participants data is INSTYTUT STUDIÓW PROGRAMISTYCZNYCH S. A., Brukselska 14, 03-973 WARSZAWA, KRS (National Court Register Number) 0000254547 REGON (National Business Registry Number) 140455806, NIP (Tax Identification Number) 1132597314.
4. Conference participants may be researchers, academics, students and other persons professionally associated with the topic of the Conference, as well as the representatives of entities operating in the sectors related to the topic of the Conference.
5. As part of the Conference, research, teaching and educational sessions will be held, together with an exhibition of publishers of scientific publications and other entities operating in the sectors related to the topic of the Conference.
6. Each Conference participant shall receive a certificate of participation in the Conference.
7. The official website of the Conference is available at: <http://icpsc10.pl/>

§ 2. Participation in the Conference.

1. The conditions for the participation in the Conference are as follows:
 - a) in order to attend the research, teaching and educational sessions of the Conference – one needs to fill in the application form online, which is available on the Conference website <http://icpsc10.pl/>, along with making the appropriate payment according to deadlines giving by the Conference Organizer; after these dates, the registration form, along with the payment (on the spot payment rate will be announced on the website), shall be possible to submit during the Conference, in person at the Conference reception desk made available by the Organizer;
 - b) in order to include a presentation in the Conference agenda and Conference materials, one needs to register the participation online, using the form available on the Conference website along with making the appropriate payment no later than on June 15, 2016.
 - c) in order to attend the exhibition – one needs to send a scan of a completed and signed exhibition or partnership contract to toicpsc10@icpsc10.pl, which is available on the Conference website, along with making the appropriate payment no later than on June 15, 2016;

§ 3. Payment for the participation fee in the conference.

1. The payment of fees should be made according to the deadline no later than June 15, 2016.
2. Payment by bank transfer (wire transfer):
 - a) The payment of the fees associated with the participation in the Conference, shall be made by bank transfer to the bank account of the Conference Organizer PL79 1160 2202 0000 0002 4910 2851 in the Bank Millennium S.A., Swift Code: BIGBPLPW.
 - b) Participants must specify when submitting bank transfer order that all the bank charges are paid by the participant.
 - c) Participants should make sure that their name and conference shortcut name ICPCG10 appears on the bank transfer order.

- d) Participants payment will normally reach the Organizer account to which they are making a payment on the following working day.
- e) We cannot accept liability for a payment not reaching the correct account due to Participant quoting an incorrect account number or incorrect personal details.
3. Payment by debit or credit card:
- a) Payment by debit or credit card is possible using the web application COFFEESYSTEM with address: <http://systemcoffee.pl/?lang=en&go2rej=1&kid=555> when participants login into their personal account in this application using their ID and password and choosing folder payment on-line.
- b) Card payment is available using the following Payment Cards: Visa, VisaElectron, Master Card, Master Card Electronic, Maestro.
- c) Online transaction are supported by PayU.pl
- d) If the card supplier declines payment, the notification will be given during the transaction. Participants should check with their bank/credit/debit card supplier that payment has been deducted from their account. The final result of the transaction will be given in Participants personal account in the CoffeeSystem.
4. The fees for participation in the Conference are set out in § 4 of the Regulations.
5. The receipt of payment will be confirmed by the Warsaw University through a VAT invoice in accordance with applicable regulations send to Participant e-mail address.
6. The lack of the payment of the Conference participation fee until June 15, 2016, authorizes the Conference Organizer to cancel the Participant's registration.
7. The acceptance of the registration form by the Conference Organizer, subject to the receipt of applicable fees, shall be confirmed online. By sending the confirmation, the Conference Organizer concludes an agreement with the Conference participant.
8. By registering the participation, the Participant accepts these Regulations.
9. The cost of travel shall be covered by the Conference Participant on their own.
10. Conference participants are recommended to insure the movable property brought to the site of the Conference for the duration of the Conference. This applies, in particular, to Conference participants presenting hardware and other exhibits at the exhibition, scientific publishing companies, etc.

§ 4. Conference fee for participation in the Conference.

1. The payment should be made with accordance to the conference payment deadlines together with submitting participation application forms.
2. Standard fees for participation in the Conference (participation in research and teaching and educational sessions):
CONFERENCE FEE by June 15, 2016
Student Fee 2000,00 zł/PLN
Student Fee (PSCG member) 1800,00 zł/PLN
Full Fee 2500,00 zł/PLN
Full Fee (PSCG member) 2300,00 zł/PLN
Accompanying person fee (single room) 1700,00 zł/PLN
Accompanying person fee (double room) 1520,00 zł/PLN

§ 5. Cancellation of participation in the Conference – payment refund.

1. The Participant may cancel their participation in the Conference. The Conference participant's resignation needs to be made in writing to organizer, e-mail address: icpsc10@icpsc10.pl according to dates given below:
 - a) Full Refunds – More than 30 days' notice to the first day of the conference. To receive a full refund, requests must be received no later than 30 days prior to the first day of the conference.

b) 50% Refunds – Less than 30 days' notice to the first day of the conference. Requests for refunds received within 30 days to the first day of the conference, but not within the final 14 days, prior to the conference will be eligible for a 50% refund.

c) No refunds – Within 14 days to the first day of the conference. Requests for refunds within 14 days prior to the start of the conference will not be eligible for a refund. Refunds will be made to the way of payment – wire transfer if made or refund to debit or credit card if made within 30 days from the last day of conference.

§ 6. Complaints

1. Any claims of Conference Participants against the Organizer shall be submitted in writing by registered letter with acknowledgement of receipt, to the correspondence address of the Conference Organizer. The complaints of Conference Participants shall be made in writing, not later than within 14 days after the end of the Conference. After the deadline the complaints shall not be considered.

§ 7. Final provisions

1. If the Conference does not take place for reasons attributable solely to the Programme and/or Organizer, the Technical Organiser shall immediately reimburse the fees paid by the Participants to the indicated bank accounts or debit/credit cards.

2. If the Conference does not take place for reasons beyond the control of the Conference Programme Organizer and Conference Organizer, due to the so-called "force majeure" (e.g. flood, hurricane, snowstorm, etc.), the Participant shall not be entitled to a reimbursement of any fees associated with participation in the Conference.

3. The organizers shall not be responsible for the items left or lost by the Participants at the location of the Conference.

4. Personal data of the Conference Participants, gathered during the registration process, shall be handled in accordance with the Law on Personal Data Protection dated 29 August 1997 (Journal of Laws No. 133 of 29 October 1997, Item 833) for the purpose of concluding a Conference Participation Agreement, implementation of services related to participation in the Conference, possible complaint procedure, as well as direct marketing of Conference Organizer and Conference Programme Organiser.

5. In matters not covered by the Regulations the provisions of Polish law shall apply, in particular the Civil Code.