



## GENERAL TERMS AND CONDITIONS

### APPLICATION, CANCELLATION, REGISTRATION FEE AND PAYMENT

Application to a specific event must be in writing – through an online application, regular mail, e-mail or fax no later than four working days prior to the event. Organizer does not guarantee to accept applications that are received later than four working days prior to the event. Online application is validated by a confirmation e-mail.

The deadline for possible cancellation is four working days prior to the event. It has to be submitted in writing. In case of cancellation three working days prior to the event we will charge you administrative expenses in the amount of 30 percent of the registration fee. At a later cancellation or if there is none we will charge you the whole amount.

Cancellation is not possible if the participant explicitly requested payment after the event. In that case the participant is obliged to pay the full amount of the registration fee irrespective of the reason for non-participation.

The amount of registration fee (and what it includes) is published on a printed leaflet or on the event website. On the basis of your application we will send you a receipt that you need to pay in the stated payment deadline. The amount of the early-bird registration fee is valid only when the payment is done within standard 8 calendar days from the date of application. The early-bird registration fee is valid only if the fee is being paid within 8 calendar days from the date of application. If upon the registration the attendee explicitly in writing requests that the payment is done after the completion of the event, this request is granted without delay, but then in this case the cancellation of registration is not possible. The only possible change in this case is the change of the name of the participant by the applicant.

### PROGRAMME

Organizer guarantees implementation of the released programme, however, reserves the right to partial changes of the content. Lectures in a foreign language without translation to Slovene will be specifically marked and forecast in all public releases of the programme (printed invitation, website, schedule...).

### PHOTOGRAPHY AND VIDEO RECORDING OF EVENTS

The organizer reserves the right to audio, video and photo document the event. The materials are the property of the organizer. The organizer reserves the right to use this material for an unlimited period for promotional purposes.

### JOURNAL, PRINTED OR E-WORKING MATERIAL

Journal, printed or e-working material contains of selected and written texts from the lecturers that arrived in time. Writings from foreign lecturers will be published in original without a Slovene translation.

### LECTURERS' PRESENTATIONS

Presentations, used by lecturers to present contents at educational events, are their original work. After the event they are by way of exception published on the website by agreement and with the permission of the lecturer.

### PARKING

Participants have to take care of parking on their own; organizer shall not be liable for it. Organizer only provides parking in explicitly mentioned cases that are clearly defined in public releases of the programme.

### PROMOTIONAL OFFERS

The participant consents to be informed about future promotional offers by the organizer. The participant can withdraw his consent at any time by written notice to the organizer.

### CHANGE OF HOURS AND/OR LOCATION OF THE EVENT

Organizer reserves the right to change the time or the location of the event (in the area not more than 15 kilometres away from the originally scheduled place of event) due to objective reasons or force majeure.

### CANCELLATION OF THE EVENT

Organizer reserves the right to cancel the event due to insufficient number of applicants, other objective reasons or force majeure. In a case like this organizer will inform all of the applicants by phone or an e-mail at least two working days prior to the scheduled event. In case of cancellation of the event organizer will return the payment or upon agreement with the applicant hold the funds for participation at some other educational event in the current year.