

Terms and Conditions: eBIC Opening and CCP-EM Annual Spring Symposium Events

These terms and conditions apply to each registration for, and for all participation in, the annual CCP-EM Symposium event on Tuesday 25 April and Wednesday 26 2017 (“CCP-EM Spring Symposium”), specifically including the eBIC opening event on 24 April 2017 (“the Opening Event”) and the CCP-EM Spring Symposium Dinner (“the Dinner”), known collectively as “the Events”. These terms and conditions also apply to the Poster Session Competition and any registration for accommodation in connection with the Events.

The Events will be organised and hosted by **Diamond Light Source Ltd** of Diamond House, Harwell Science and Innovation Campus, Didcot, Oxfordshire, OX11 0DE (“Diamond”) and **Science and Technology Facilities Council** of Rutherford Appleton Laboratory, Didcot, Oxfordshire, OX11 0DE (“STFC”). Any reference to “we”, “our” and “us” shall be construed as referring to Diamond and STFC. Any reference to “you” and “your” shall be construed as referring to the individual registering for the Events.

Registration

1. Registration must be made via the registration page, available at http://www.ccpem.ac.uk/training/spring_symposium_2017/spring_symposium.php and <http://www.diamond.ac.uk/Home/Events/2017/eBIC-CCP-EM-Symposium.html>
2. Each Event has a limited number of tickets available and registration will operate on a first come, first served basis. Registration for an Event will close when it has reached its capacity, as indicated by the number of remaining places available on the reservation page.
3. If you wish to attend an event that has reached its capacity, please register your interest by emailing Helen Walker at h.walker@stfc.ac.uk and you will be placed on a waiting list. You will be notified should any places be made available at the Events through a cancellation.
4. Cancellations must be notified in writing via email to Helen Walker at h.walker@stfc.ac.uk. Event cancellations received up to 10 March 2017 will receive a full refund of the registration fee. No refunds will be given after this date, however an alternative attendee name may be submitted until Friday 21 April 2017. Should you be unable to source an alternative attendee, please contact Helen Walker at h.walker@stfc.ac.uk who may be able to assist you.

Accommodation

5. Accommodation is available for those attending the CCP-EM Spring Symposium at Milton House and Didcot Premier Inn. Should you wish to make use of this accommodation, please indicate this on your registration form. The following rates shall apply should you wish to make use of this accommodation:
 - a. A flat rate of £220.00 per person for two (2) nights’ accommodation for single occupancy;
 - b. A flat rate of £110.00 per person for two (2) nights’ accommodation for double occupancy (you must nominate who you are sharing with at the time of registration).
6. Accommodation cancellations prior to 10 March 2017 will be refunded in full. There will be no refunds for cancellations after this time but an alternative guest can be nominated up until 17 April 2017. Any cancellations must be made in writing via email to Helen Walker at h.walker@stfc.ac.uk. Additional terms and conditions may apply to your stay at Milton House or Didcot Premier Inn. You should obtain a copy of these terms and conditions from them directly.

Payments

7. Payment must be made at the time of registration, failing which your booking for the Events and/or accommodation will not be processed.
8. All prices quoted are shown in pounds sterling. VAT is included in all quoted prices at the prevailing rate.
9. All payments made through this website will be to Diamond and will show on your credit card statement as *Diamond Light Source*.

Poster Session

10. At the Opening Event, Diamond shall be awarding 2 (two) winners a prize of 48 (forty-eight) hours of data collection on a Titan Krios Electron Microscope at Diamond's eBIC facility ("the Prize").
11. Participation in the poster session competition is free to all registered attendees for the Opening Event.
12. To have a submission considered, you must provide the poster title on the registration page and send an abstract via email to Diamond at events@diamond.ac.uk.
13. Applications for the poster session competition will close at 5pm GMT on Monday 20 March 2017, by which time your abstract must have been received by Diamond. Any submission received after the closing date and time will not be considered.
14. By submitting your poster, you consent to having your submission considered for display at the Opening Event.
15. All submissions will be subject to a selection process by an internal panel at Diamond.
16. Selected applicants will be notified by Monday 3 April 2017. If you are not notified by this date, please assume that your application has not been successful for display at the eBIC Opening Event.
17. Diamond's decision regarding the winners of the Prize is final and binding and no correspondence will be entered into about it.
18. Winners of the Prize will need to comply with Diamond's Standard User Terms (available at <http://www.diamond.ac.uk/Users.html>) when taking up the Prize.
19. We accept no responsibility for submissions not successfully completed due to a technical fault (including, but not limited to technical malfunction, computer hardware or software failure, satellite, network or server failure) of any kind.

General

20. Access and/or dietary requirements for the Dinner and other meals will be catered for if requested at the time of registration. Please indicate any special requirements on your registration form. The accommodation of special requests made during the course of the Events cannot be guaranteed.
21. Any videos/photographs and/or other material from the Events may be used for marketing, promotional or educational purposes.
22. In registering for any or all of the Events, you grant permission to us to take (and to have full and free use of) videos/photographs containing your image. It is understood that these images may be used for marketing, promotional and/or educational purposes by and for Diamond and STFC. You agree that they are not entitled to remuneration, residuals,

royalties or any other payment from us in respect of your image or its use. Attendees release, discharge and hold harmless, Diamond and STFC from any and all claims, demands or causes of actions that they may hereafter have by reason of anything contained in the photographs or video. Should you not agree to the above image release, you must advise Diamond via email at events@diamond.ac.uk.

23. The Personal Data (as defined in the Data Protection Act 1998) that you provide at the time of registration, and any personal data that you subsequently provide to us for the Events, shall be used by Diamond and STFC for the purposes of the Events and will be shared with third parties directly involved in the Events and with third parties who we use to carry out or develop services for us, including (but not limited to) venue, catering and accommodation providers. Your Personal Data shall also be used by Diamond to inform you of Diamond news, events and related activities. In the event that you want to limit our use of your Personal Data, please indicate this on the electronic registration form.
24. We shall take reasonable steps to:
 - a. Ensure that Personal Data that you share with us shall only be processed used to the extent agreed; and
 - b. Implement appropriate technical and organisational measures to protect the Personal Data against unauthorised or unlawful processing and against accidental loss, destruction, damage, alteration or disclosure; and
 - c. Ensure that such Personal Data is not unlawfully disclosed or processed.
25. If the venue or the area around the venue becomes unsafe due to an event of *Force Majeure*, including but not limited to war, earthquake, typhoon, adverse weather, strike, fires, floods, terrorism, pandemics, acts of God and any natural disaster, we reserve the right to cancel all Events with immediate effect. In such circumstances, we shall be entitled to re-schedule the event. However, we shall not be liable for any costs incurred by attendees.
26. Insofar as is permitted by law, our liability for any loss or damage arising from the Events shall be limited to the amount paid by you for any of the Events.
27. Nothing in these terms shall exclude or restrict our liability for death or personal injury resulting from negligence or fraudulent misrepresentation or in any other circumstances where liability may not be limited by law.
28. You are deemed to have accepted and agreed to be bound by these terms and conditions upon registration.
29. These terms and conditions will be governed by English law and you agree to submit to the jurisdiction of the English Courts.