

## Registration and Cancellation Policies

1. Registrations are official and complete only when payment is received. Registrations received after the early registration deadline will be subject to paying the standard fee. A registration confirmation and payment receipt will be sent within two weeks after receipt of form.
2. A registration form must be used for each registrant (except for accompanying persons of registered delegates). Payment may be combined for more than one registrant when forms are sent together.
3. Registration refunds will be assessed a U.S. \$50 processing fee. Registration refunds will not be issued until after the meeting. Cancellations received 30 days prior to the first day of the meeting will only be refunded in exceptional circumstances as determined by the Organizing Committee. For such a request to be considered, it must be addressed in writing to Eureka College within 30 days of the meeting's conclusion.
4. Ticketed events are nonrefundable 30 days prior to the first day of the meeting.

## General Conditions

1. It is expressly agreed that the members of the Organizing Committee, Eureka College, and its legal representatives, directors and employees, and their agents and officers shall not be liable for any loss, injury, or damage of any kind whatsoever suffered directly or indirectly by the person, possessions, or property of any conference participants or other person during or in connection with the events on the program or any other activities of the meeting, for any reason whatsoever unless it be proven that the specific damage was due to willful intent or gross negligence on the part of Eureka College or any of the aforementioned persons; in such case, liability shall be limited to the loss or damage foreseeable at the time the individual contact was made.
2. It is agreed that the Organizing Committee, Eureka College, and its agents and officers reserve the right to cancel or alter at any time any or all of the scheduled or other activities if this should appear necessary as a result of events which are beyond their control or which they cannot reasonably be expected to influence or for which they are not responsible; such events shall include, but are not limited to, force majeure, government or other official regulations, natural disasters, strikes of any kind whatsoever, civil disorders or riots, obstruction or curtailment of transport and/or transmission facilities, interaction of other crises, or any other unforeseen occurrence. Decisions regarding the necessity for such cancellations shall be made by the Organizing Committee, Eureka College and their agents at their sole discretion and shall be final.
3. No one may display products or literature anywhere throughout the meeting facilities. Any exceptions to this policy must be obtained in advance from the Provost of Eureka College.
4. Attending firms and their employees are not permitted to open a hospitality suite, schedule a meeting, meal function, or any event during official meeting activities.
5. Video, still photography, and audio recording are strictly prohibited in all technical sessions.