

## REGULATIONS OF PARTICIPATION IN THE CONFERENCE

This Regulations specify the rules of online registration to the conference Poland and CEE Retail Summit 2019 organized on 3-4 April 2019 in Hilton Warsaw Hotel and Convention Centre (hereinafter: the Conference) by European Conferences United Sp. z o.o. (hereinafter: ECU) with its seat in Kraków 31-031, ul. Berka Joselewicza 21C; entered into the Register of Entrepreneurs kept by the District Court for Kraków, 11th Commercial Department of the National Court Register on 15th November 2002; under the KRS number: 0000132734; tax identification number (NIP): PL 6762228354; share capital: 50,000.00 PLN; and terms of participation in the Conference.

1. The amount of participation of one person in the Conference is:

Period of application	Retail Chains	Producers of FMCG and Durables	Providers of solutions to the Retail and FMCG sector
First 200 seats in total (Early bird)	595 PLN	2495 PLN	2495 PLN
After the exhaustion of the pool of 200 seats, in the period to 31.10.2018		2795 PLN	2995 PLN
In the period of 1.11.2018 – 17.12.2018	995 PLN	3095 PLN	3095 PLN
In the period of 18.12.2018 – 25.01.2019		3495 PLN	3495 PLN
After 25.01.2019	1495 PLN	3995 PLN	3995 PLN

\* The prices do not include tax 23% VAT.

Promotions do not merge.

2. The remuneration includes: participation in the lectures, participation in the workshops, conference materials, coffee breaks, lunch, banquet, participation in the gala, participation in the integration event.
3. In order to participate in the Conference it is necessary to conclude a contract with ECU, part of which part these Regulations are. The contract is concluded by completing the registration form and confirming the conclusion of the contract via a confirmation link sent via email.
4. The online registration form of participation in the Conference is available on the website <http://retail-conferences.com/en/>. For registration it is essential to indicate:
  - a. data of the entity submitting for participation (hereinafter: the Applicant) – concluding the contract with ECU and obliged to pay the remuneration;

- b. name and surname of the person filling in the form in the name of the Applicant and his e-mail address. By completing the online application form on behalf of the Applicant the given person declares, that he is entitled to act in the name and for the benefit of the Applicant in the scope of concluding the contract with ECU;
  - c. personal data of the Conference participants: name, surname, position, company/organization represented by the participant during the Conference, direct phone number and direct e-mail address. Providing the data is voluntary, but it is necessary to perform the contract.
5. After filling in the online registration form to the e-mail address of the person acting in the name of the Applicant shall automatically be send an e-mail containing all the relevant elements of the contract. The e-mail shall also include a link. Clicking on the link constitutes the conclusion of a binding contract between the Applicant and ECU, on the terms and conditions specified in the Regulation, including the obligation to pay the remuneration for participation in the Conference .
6. After filling in the online form to the e-mail address of the participants of the Conference indicated by the Applicant shall be send an information regarding their registration for the Conference.
7. In 2 working days following the conclusion of the contract shall be issued a proforma invoice and sent to the e-mail address of the Applicants accountancy or other e-mail address indicated in the online registration form.
8. Payment of the remuneration shall be made in 7 days following the conclusion of the contract. In case of registration to the Conference during 7 days prior preceding the Conference, the payment shall be made in the term specified on the proforma invoice.
9. If the Applicant registers till In the case of registration before January 25, 2019 , but do not make the payment of the full amount due for the participation until failure to cover the full participation fee before February 4, 2019 the amount of participation of one person in the Conference is the cost amounts to 3995 PLN + 23% VAT per person in case of producers of FMCG / durables & service / solution providers, and to 1495 PLN + 23% VAT for representatives of retail chains + 23% VAT.
10. Payments should be made to the following ECU's bank account number:

**Alior Bank S.A.,** Warszawa, ul. Łopuszańska 38D

**Account number:** 77 2490 0005 0000 4530 2451 8259

**VAT Account number:** 65 2490 0005 0000 4612 8120 4356

As title please indicate the title of the Conference.

11. The Applicant has the right to withdraw from participating on the terms and conditions indicated below.

12. Resignation from participation should be made and sent by e-mail to [edyta.olbratowska@retail-conferences.com](mailto:edyta.olbratowska@retail-conferences.com)
13. Applications submitted by October 31, 2018 are entitled to a cancellation free of charge by December 30, 2018. Simultaneously, the Organizers undertake to send the agenda of the 2019 edition of the Conference by December 10, 2018 to all participants of the Conference.
14. In the case of resignation until March 1, 2019 the Applicant is obligated to pay a service fee in the amount of 1000 PLN + 23% VAT for every cancelled registration (300 PLN + 23% VAT for representatives of retail chains).
15. In the case of resignation after March 1, 2019 the Applicant is obligated to pay the full participation costs, in the amount resulting from the agreement concluded between the Applicant and ECU.
16. In the case of the lack of participation in the Conference as well as the lack of the written resignation from participation in the Conference, the Applicant is obligated to pay the full participation costs in the amount resulting from the agreement.
17. Default in payment shall not be unambiguous with resignation from the participation, for payment of a handling fee of 1000 PLN + 23% VAT for each cancelled registration.
18. The resignation is made by sending an e-mail to the address : [edyta.olbratowska@retail-conferences.com](mailto:edyta.olbratowska@retail-conferences.com) unless null and void.
19. Lack of payment of the remuneration does not constitute resignation from the participation in the Conference. In case of lack of participation in the Conference or lack of resignation from the Conference participation in the term specified in the Regulations, the Applicant is obliged to pay the full remuneration for participation, in the amount arising from the contract.
20. In the place of registered person to participant in the Conference may participate another person from the Applicant's company/organization, indicated by the Applicant.
21. ECU reserves the right to change the schedule of the Conference, place of Conference or to cancel the Conference.