

REGULATIONS

§1

Baltic Ports Organization, the organizer of the Baltic Ports Conference shall hereinafter be referred to as the “Organizer”.

§2

Conference participant shall hereinafter be referred to as the “Participant”.

§3

In order to participate in the conference, Participant needs to register via the online form.

§4

The received registration form constitutes the basis for invoice issuance. The invoice will be issued and sent by the Organizer.

§5

The cost of participation in the conference includes:

- participation in conference
- access to the conference materials
- welcome reception, coffee breaks, lunch, gala dinner, study tour.

§6

Sending completed registration form the Participant is required to comply with the hereof Regulations of participation at the Baltic Ports Conference. Upon the receipt of the registration form, the Organizer will issue and send an invoice.

§7

The person signing the registration form on behalf of the Participant declares that it has adequate power to act for and on behalf of the Participant, in particular, to conclude an agreement with the Organizer.

§8



The Participant shall transfer the payment referred to hereinabove to the bank account of the Organizer not later than 7 days before the commencement of the Conference:

SEB Bank AS,

Bank account: **EE221010220214292225**

Swift code: **EEUHEE2X**

§9

The Participant shall make payment in the amount of 100% of a gross fee not later than 7 business days before the commencement of the Conference. Making the payment to the bank account of the Organizer before the commencement of the conference is the condition for participation.

§10

The participant has the right to resignation from participation at the Conference on the below-mentioned conditions:

— In case of resignation from participation in the conference, the person registered shall send an official notification at bpo.office@actiaforum.pl and bpo.sg@actiaforum.pl

— In case of resignation from participation within a period shorter than 7 days before the commencement of the conference, the person registered will be charged with the amount equal to 100% of the fee for participation.

§11

Failure to cancel the participation and not participating in the conference results in full charge for participation.

§12

Another employee of a company may participate in the conference instead of the person registered in the form, upon prior notification of the Organizer

§13

The Organizer reserves the right to make changes to the agenda contest and schedule, change the conference venue and cancel the entire Conference.

§14

The Organizer reserves the right to add a Participant's e-mail address to the conference newsletter mailing list.



§15

The Organizer reserves the right to take photos of the Conference. The obtained photos will be used for promotional, reporting and advertising purposes.

§16

The Participants of the Baltic Ports Conference, hereby give their consent to personal data processing by the data Administrator – ACTIA FORUM Limited Liability Company, based in Gdynia, 8 Pułaski Street, in order to achieve the conference aims and objectives. The data administrator will also process the data for marketing purposes under Article 6(1)(f) of the General Data Protection Regulation (GDPR) – the Administrator’s legitimate interest. Personal data will be processed for the period necessary to achieve the conference aims and objectives.

The data will also be processed until the Administrator achieves marketing purposes. The conference participant is allowed not only to access their data but also to correct or delete it, limit the processing, and also to object the processing.

Each conference participant is also allowed to transfer the given data.

Giving personal data and allowing its processing is voluntary, however, it is required in order to participate in the conference. The participant is allowed to withdraw their consent at any moment and it will not affect the lawfulness of processing based on the consent before its withdrawal. However, the withdrawal of the consent excludes the participant from the conference.

Data will be used neither in automated decisions nor in profiling.

Each participant of the competition has the right to lodge a complaint with the supervisory authority.

