

The following Terms and Conditions apply to all events organized by the Société des Ingénieurs de l'Automobile ("SIA").

Before registering, you must acknowledge and agree to the terms and conditions contained therein. If you do not wish to accept them, you should not register.

The submission of a registration (online or via the PDF registration form available in the programme or downloadable from the event's website) is considered as confirmation of your acceptance of the SIA's general terms and conditions for events.

1. REGISTRATION AND PAYMENT

Only fully completed registration forms will be accepted. An invoice will be sent after the receipt of your registration, a confirmation of payment will be sent upon receipt of payment in full. If the full payment or Purchase Order has not been received before the deadline indicated, the registration will remain valid, and the due fee can be paid by credit card on site.

We accept payment by cheque, credit card (Visa, Mastercard, American Express) and bank transfer, please note that **all transfer charges must be met by the sender**.

The invoice will be issued using the invoice details you will provide on the registration form. Please make sure you provide us with the **correct billing information**. An administrative fee may apply if an invoice must be re-issued due to changes in the invoicing information.

Registration to an SIA events falls into the exception foreseen at the article 52 of the EU VAT directive 2006/112/CE.

The VAT rate of the country where the event takes place applies when paying a registration. Even if your organisation is VAT registered, SIA must apply local VAT and pay this VAT to the French authorities.

The SIA VAT number is **FR 27 352 861 561**

2. PRIVACY

The personal information supplied in connection with this booking will be held by SIA as a record of attendees and parties expressing interest. By registering for this conference the parties concerned are agreeing that the conference organisers may use that personal information to contact them by email, direct mail or telephone in order to supply information relevant to this conference, or about other conferences, events and opportunities that may be of interest to them. **The organisers will not share this information with any of its partners or event sponsors.**

If you do not wish to receive further correspondence from SIA which does not relate to the event then please email info@sia.fr.

3. CANCELLATION

3.1. Any attendee wishing to cancel their booking must notify SIA writing.

Cancellation charges will apply as follows:

- **Up to 4 months before the event starts:** full reimbursement for attendees who could not attend.
- **Up to 4 weeks before the event starts:** 30% of the registration fees plus any bank transfer fee incurred by SIA
- **Less than 4 weeks before the event starts:** without refund (but you can nominate a substitute)
- **No-Show** are liable for 100% of the participation fee

Any applicable refund will be processed after the event. Any refund to credit card payments may only be credited back to the original credit card and cannot be refunded to a different card or bank account.

3.2. In the unlikely event of the programme being cancelled by the organiser, a full refund will be made. Liability will be limited to the amount of the fee paid by the attendee and there will not be any additional liability to SIA, event hosts or any other individual associated with the event organization.

3.3. In the event that the conference cannot be held or is postponed due to events beyond the control of the conference organisers (force

majeure) or due to events which are not attributable to wrongful intent or gross negligence of the conference organisers, liability will be limited to the amount of the fee paid by the attendee and there will not be any additional liability to SIA, event hosts or any other individual associated with the event organization.

4. SUBSTITUTIONS

Substitutions may be made. If you wish to substitute an attendee, you must notify SIA writing at the earliest opportunity and at least **10 days before the event begins**. After this date, all name changes must be carried out on-site and a handling fee of EUR 60.- VAT Exc. will be charged for every name change to an existing conference registration and will have to be paid directly on-site by credit card.

5. CHANGES AND POSTPONEMENT

SIA reserves the right to make alterations to the programme, venue, and timings at any time. In the event of it being found necessary, for whatever reason, that the conference is being postponed or the dates being changed, the organisers shall not be liable for any expenditure, damage or loss incurred by the attendee. If by re-arrangement or postponement the event can take place, the booking between the attendee and the organisers shall remain in force and will be subject to the cancellation schedule above (see article 3.1).

6. LIABILITY

Views expressed by speakers, sponsors and/or exhibitors are their own. SIA cannot accept liability for any advice given, or views expressed, by any speaker, sponsor and/or exhibitor at the conference or in any material provided to attendees. In addition, SIA shall not be responsible or liable for any direct or indirect loss or damage of any sort incurred as the result of the services or information provided in connection with the event

7. INSURANCE

It is the responsibility of the attendee to arrange appropriate insurance cover in connection with their attendance at the conference. SIA cannot be held liable for any loss, liability, or damage to personal property.

8. PHOTOS & FILMING

For promotional purposes, photos and video recordings will be taken during the conference. Attendees who do not wish to be filmed or recorded should advise the organisers in writing prior to the event.

9. LETTER OF INVITATION

To receive a Letter of Invitation from SIA, attendees must first register to the conference, submit any necessary data, as stated on the registration form and pay the registration I full or send a Purchase Order.

The Letter of Invitation does not financially obligate the conference organisers in any way. All expenses are the sole responsibility of the attendee.

10. GENERAL

We reserve the right at all time to change, amend, add or remove any of the above terms without prior notice. If one or more of the conditions outlined in these Terms & Conditions should be or become invalid, the remaining conditions will continue to be valid and apply. **These Terms & Conditions apply to all participants of this event, including speakers and Basic exhibitors.**

Warning: a special policy for Elite – Exclusive – Premium & Business exhibitors will apply, depending on the advertising offers – please contact info@sia.fr

For any company having reserved a space equal to or greater than 12 sqm to which the SIA has already advertised, the advertising will be owed by the company, even if withdrawal from the exhibition at no cost is possible.

A new invoice would be sent by the SIA with the current rates available on the SIA website in the exhibition area.