

**General Terms and Conditions (GTC)
for the participants of the
University Network of the European Capitals of Culture (UNeECC) Annual Conference 2023 titled
Culture(E)scapes – Innovation in Culture and Beyond**

Dear Conference Participant,

These General Terms and Conditions are issued for the purpose of providing you with detailed information on the conditions under which you can participate in the Conference organized by us.

Please read the following General Terms and Conditions carefully and use our services only if you agree with the announced terms.

This is particularly important because by registering for the Conference, you declare that you have read and accepted these General Terms and Conditions and that you agree with all their points.

1. The subject of the contract

These General Terms and Conditions (hereinafter T&C) govern the general contractual conditions governing the contract for applying for and participating in the conference (hereinafter referred to as the Conference) advertised on the website operated by University of Pannonia (hereinafter referred to as the Organizer), and within this framework the persons applying for the conference (hereinafter Participant) rights and obligations. (The University of Pannonia and the Participant together hereafter: Parties)

2. The person of the Organizer

University of Pannonia
registered office: 8200 Veszprém, Egyetem utca 10.
tax number: 19310321-2-19,
EU tax number: HU19310321,
statistical number: 19310321 8542 563 19
account managing financial institution: MKB Bank Nyrt.
bank account number: 10300002 – 10802153 – 00014904

	<p>IBAN: HU94 10300002 10802153 00014904 SWIFT code: MKKBHUHB institutional identifier: FI 80554 represented by: Dr. András Gelencsér Rector and Zsolt Csillag Chancellor</p>
3.	<p>Affected websites</p> <p>Conference websites operated by the Organizer under the domain name https://uneecc2023.uni-pannon.hu/ and other conference websites operated by the organizer but with their own domain name.</p>
4.	<p>Conference</p> <p>The "University Network of the European Capitals of Culture (UNeECC) Annual Conference 2023 titled Culture(E)scapes – Innovation in Culture and Beyond" (hereinafter UNeECC AC 2023) is organized by the University of Pannonia. The conference will be organized by the University of Pannonia - Faculty of Business and Economics in cooperation with the University Network of the European Capitals of Culture (UNeECC) in 2023.</p>

5. Fees

In the General Terms and Conditions, we refer to the actual participation fee as the participation fee, as well as other services related to the Conference (e.g. catering, gala dinner, leisure program).

Fees and deadlines of the UNeECC Annual Conference 2023

<i>Type of submission</i>	<i>Fee</i>	<i>Registration deadline</i>	<i>Payment deadline</i>
Participant from UNeECC member institution	170 €	31 May 2023	17 July 2023
Participant from other institution	190 €	31 May 2023	17 July 2023
Presenter from UNeECC member institution	150 €	31 May 2023	17 July 2023
Presenter from other institution	170 €	31 May 2023	17 July 2023
Ph.D. Student	0 € (free)	31 May 2023	Not relevant

The conference fee includes:

All coffee and lunch breaks, gala dinner, guided musical sightseeing, guide to the exhibitions, conference abstracts/proceedings (online).

The conference fee is not including accommodation and optional programs.

Due to the fact that the University of Pannonia as the organizer won an ECoC conference tender, we can offer **free participation for all PhD students** (presenters or PhD Workshop participants). Furthermore, **if two participants come from the same institution (one presenting, one just participating), they pay only the presenter's conference fee.**

The conference participation fee is subject to Hungarian VAT and includes 27% VAT.

If the Participant's employer or other third party bears the Participant's costs and fees, please make sure that the person paying the costs is familiar with these terms and conditions (especially issues of cancellation, compensation, termination of the contract) and that they provide the following information during registration: Billing name, billing address, tax number, bank details (IBAN number, SWIFT code, bank account number, name of the financial institution holding the account), name of participant, tender identification number in case of tender settlement.

When paying the fee, the following must be recorded in the transfer notice column: UNeECC2023 participation fee A013100104

Participation is subject to the presentation of proof of payment of the registration fee. After the financial settlement, the Service Provider will issue and send one bill as a down payment invoice and final invoice in pdf form in e-mail. Printed bills will be distributed to participants at the conference.

6.	Conference participants The following persons may participate in the Conference: <ul style="list-style-type: none">– registered participants- registered presenters- invited speakers of the Conference– the organizers of the Conference
7.	Location and date of the Conference Venue of the conference: University of Pannonia (10 Egyetem utca, Veszprém, Hungary) and Laczkó Dezső Museum (1 Erzsébet sétány, Veszprém, Hungary) Conference date: 27-29 September, 2023.

8. Services provided by the Organizer upon request

As part of the Conference, the Organizer provides the following optional program options:

Programme 1: *Modern Art* - International Jewellery Biennale, Modern Art Gallery of László Vass (ArtHouse Veszprém – in the Castle district)

Programme 2: *Ecclesiastical monuments* - Archbishop's Palace, St. Michael's Cathedral (in the Castle District)

The Organizer guides the participants to the location of the optional programmes. The above exhibitions can be visited individually. The conference fee does not include the entrance fees to the two above mentioned attractions.

The general rules of the Conference govern the application, cancellation, and cancellation of optional programs.

9. Registration for the Conference

You must register for the Conference via the website <https://uneecc2023.uni-pannon.hu/>
Applying for the Conference is considered an order and entails a payment obligation. It is the responsibility of the Participant to obtain any necessary permits for the application, the Organizer does not check the existence of the permits. It is also the Participant's responsibility to enter their data correctly, including the billing name, billing address, tax number, and bank details. The Organizer excludes any kind of responsibility that arises in connection with the incorrectness, typos, or the inclusion of untrue data in the given data.

The application is made via the website, after which the Organizer sends a confirmation e-mail about the application. The application recorded in the system is considered an order and at the same time an advance request. Based on the ordered services, a lump-sum invoice will be issued - with the individual items indicated separately - in accordance with the data content recorded during registration, which will be sent electronically to the e-mail address recorded during registration.

10. Conference participation fee

The following are clearly indicated on the Conference website:

- the conference participation fee
- content of the participation fee (including VAT content)
- any discounts
- the types of participants (Participant from UNeECC member institution, Participant from other institution, Presenter from UNeECC member institution, Presenter from other institution, Ph.D. Student - with the application deadline indicated)
- amount of refund in case of cancellation

11.	Contract The contract between the parties is established by the Participant's voluntary registration, acceptance of the GTC and payment of the participation fee. The contract is concluded in absentia. The contract is not considered a written contract, it is not filed, so it is not accessible afterwards. The creation of the contract is confirmed by the electronically saved data and the finalized registration. Documents created in connection with the conclusion of the contract (registration data sheet, payment receipt, issued invoice, etc.) are kept by the Organizer for the period prescribed by accounting and tax legislation. All relevant information published on the website, including payment and cancellation conditions, as well as invoicing information, is an integral part of the contract. The language of the contract is English. The contract between the Parties is valid until the closing date of the Conference and until the full financial settlement.
12.	Payment Terms The Participant can pay the participation fee by transfer to the bank account number specified in point 2 of the General Terms and Conditions by the specified deadline. The date of payment of the participation fee is the day when the participation fee arrives on the bank account of the Organizer.
13.	Invoicing The Organizer issues an invoice for the received participation fee. The invoice is issued in accordance with the accounting and tax legislation in force at all times. The bill may include a brokered service. The participation fee can be cancelled on the invoice.
14.	Participant's rights and obligations The Participant is entitled to participate in the Conference, take notes and use the published materials for his own purposes. The applicant is not entitled to transfer the rights he/she is entitled to under these GTC. During the lectures, the Participant may not behave in a way that would disrupt the course of the lectures (use of the telephone, loud conversation, etc.). The Participant is fully responsible for any damage caused. It is forbidden to make any sound, image or video recordings at the Conference without the permission of the Organizer.

By applying and paying the participation fee, the Participant becomes entitled to participate in the Conference, but at the same time, he does not become entitled to carry out advertising activities on the site (e.g. posting flyers, advertising materials). The ban does not apply to personally transferred contacts.

Right of Withdrawal/Termination

The Participant has the right to withdraw from this contract within 14 days without giving reasons. The date of conclusion of the contract is not included in the 14-day deadline.

The withdrawal period expires 14 days after the date of conclusion of the contract (i.e. date of the payment information e-mail including GTC and Privacy Policy). The Participant may exercise his right of withdrawal in writing, via email at the following contact details: info@uneecc.org. The Participant shall exercise his right of withdrawal within the deadline if he sends or communicates his withdrawal statement before the expiration of the above deadline.

Legal effects of withdrawal/termination:

If the Participant exercises his right of withdrawal or termination, the Organizer will immediately, but no later than within 14 working days, return the paid fee by bank transfer, the condition of which is that the bank details -5. as indicated in point - appropriate entry.

During the refund, the payment method used during the original transaction will be used.

If the Participant exercises his right of termination after 2 September, 2023, he acknowledges that the Service Provider is not under any obligation to repay money.

By accepting the General Terms and Conditions, the Participant acknowledges that if he loses his right of withdrawal and termination after 2 September, 2023, he may not use it.

If the Participant has the right of withdrawal

- after 14 days from the date of conclusion of the contract (i.e. date of the payment information e-mail including GTC and Privacy Policy), the Organizer is entitled to deduct an administration fee of EUR 50,

- lives after 2 September, 2023, or if he does not appear at the event, the Organizer will not refund the fee paid to the Participant in any form. The participant will lose the entire fee for the event he paid in advance. This rule also applies if the original order was placed 14 days before the event. Thus, you agree that you do not have the right of withdrawal/termination in relation to the event. By sending the participant's order, the participant expressly acknowledges and accepts the penalty clause above.

In this case, the participant who registered before 2 September, 2023 is also entitled to withdraw from the contract within 14 days from the date of conclusion of the contract (i.e. date of the payment information e-mail including GTC and Privacy Policy).

If the Participant does not wish to exercise his right of withdrawal or termination, but is unable to participate in the event (e.g. due to illness or family reasons), participation in the event may be transferred to a third party with the permission of the Organizer. If such a request arises from the Participant, at least 24 hours before the start of the event, he must indicate his intention to transfer and the name and contact details of the third party participating in the event in writing (by email to the following email address: info@unecc.org) to the organizers. It is no longer possible to change the invoice issued for the payment.

The Participant who qualifies as a Consumer - requests, consents to, and at the same time authorizes the Organizer to start performance before the expiration of the right of withdrawal/termination provided for in Government Decree 45/2014 (II.26.) by sending his registration. The Participant, who is considered a Consumer, acknowledges and at the same time agrees that he will lose his 14-day right of termination without reason provided in § 20 of the Government Decree after the completion of the service as a whole.

We would like to draw the attention of our participants to the fact that in connection with a force majeure event (in the event of circumstances beyond the interest and scope of the Organizer) (e.g. natural disaster, government measures; other well-known circumstances that prevent the event from being held) the date or location of the conference may be modified. In this case, the Organizer will refund the paid participation fee only if the cancellation deadline has not yet expired, otherwise the paid participation fee will be transferred to the modified service (date, location).

Faulty performance, compensation

	<p>The provisions contained in the Civil Code of Hungary are applicable to faulty performance. The Participant is obliged to report the error to the Organizer immediately at the conference location and to support his claims. The Organizer is only liable for proven damages caused by reasons attributable to it, the maximum amount of compensation being the participation fee for the participant announced for the given conference.</p>
<p>15.</p>	<p>Rights and obligations of the Organizer</p> <p>The Organizer may refuse participation from participants who do not pay the participation fee by the specified deadline.</p> <p>The Organizer has the right to cancel the Conference in the event of force majeure. In such a case, he is obliged to refund the part of the participation fees to the applicants that he has not yet paid as a cost or advance.</p> <p>The Organizer reserves the right to cancel the Conference if the number of participants does not reach the minimum number. The Organizer is obliged to notify the applicants of the cancellation immediately and is obliged to refund the participation fees already paid in full, within 15 days after the notification.</p> <p>If the event is cancelled due to force majeure, the organizers will refund the fees already paid minus an administration cost of EUR 50.</p> <p>The Organizer takes photos at the Conference and makes them publicly available electronically primarily to promote the event and the given field of study. The Organizer will only publish photos that do not violate the privacy rights of the persons featured in them. If the Organizer does not receive a request to the contrary from the Participant, it assumes that the Participant, by accepting the General Terms and Conditions, has consented to his photograph being taken and published.</p> <p>The Organizer will do everything possible to ensure that the program is implemented as announced. However, it reserves the right to change the program, the topic of the lectures, and the start time.</p> <p>Please note that the Organizer reserves the right to change the program of the Conference, and may also make changes to the announced professional speakers.</p>
<p>16.</p>	<p>Copyright</p> <p>The presentations given at the Conference are the intellectual property of the presenters. Further use of the lecture (publication, lecture, presentation, education, sale, distribution, etc.) is possible only with the prior written permission of the lecturer.</p>

17. Complaint handling

The Participant may send any complaints to the Organizer by e-mail or by registered letter at one of the contact details specified above. The Organizer is obliged to investigate the complaint within 8 days and notify the Participant of the result of the investigation. In the event of a dispute, the Parties will endeavor to settle it peacefully through negotiation, and if this fails, they can assert their claims through legal means.

You can report your complaints and comments to the e-mail address info@uneecc.org.

The Participant can also use the Online Dispute Resolution Platform to resolve any disputes that may arise. The online dispute resolution platform can be used to resolve consumer disputes arising from online sales and service contracts.

The platform is available from the following link: <https://webgate.ec.europa.eu/odr/main/index.cfm?event=main.home.show&lng=HU>

With his complaint, the Participant can also address the competent conciliation bodies according to his place of residence or residence. You can find information on the competence and procedure of conciliation bodies at the following link: <http://www.bekeltetes.hu/index.php?id=testuletek>

Pursuant to the European regulation on the online resolution of consumer legal disputes, the consumer has the right to use an alternative online dispute resolution forum, which can be accessed at the following link: <http://ec.europa.eu/odr>.

Matters not regulated in this contract are governed by Hungarian law, primarily the Civil Code and Hungarian legislation in force at all times. In case of legal dispute, Pp. a Hungarian court with jurisdiction and jurisdiction according to general rules will act in the case.

<p>18.</p>	<p>Privacy notice</p> <p>By registering for the Conference, the Participant consents to the Organizer, as data controller, handling their data for the following purposes:</p> <ul style="list-style-type: none"> - fulfillment of the contract between the Parties - compliance with accounting regulations. <p>If the Participant, in addition to his own personal data, also provides the data of another natural or legal person (typically as an invoicing address), as a data provider, he is obliged to obtain the consent of the person concerned.</p> <p>The rules related to the protection and management of personal data are otherwise governed by the provisions of the Data Protection Information.</p> <p>Data transfer declaration: I accept that the following personal data stored by University of Pannonia (8200 Veszprém, Egyetem utca 10.) in its user database will be transferred to the University Network of the European Capitals of Culture Secretariat, (headquarters: 8200 Veszprém, Egyetem u. 10., Hungary), as a data controller. Scope of data transferred: username, last name, first name, country, phone number, e-mail address. Purpose of data transfer: confirmation of transactions.</p>
<p>19.</p>	<p>Safety</p> <p>The Organizer takes all reasonable and expected measures to ensure the safe operation of the website, however, in addition, it does not make any express or implied warranty or guarantee for the safety of the website, its freedom from computer viruses, spyware and other harmful programs, or its uninterrupted operation. The Organizer recommends that the participant take the necessary precautions: use virus and spyware protection software with an up-to-date database, install security updates for the operating system.</p>
<p>20.</p>	<p>Validity of the General Terms and Conditions</p> <p>These General Terms and Conditions enter into force on the day they are announced and are valid until revoked. The Organizer reserves the right to amend the General Terms and Conditions. The amendment is effective from the date of publication.</p> <p>Other provisions</p> <p>Matters not regulated in the General Terms and Conditions are governed by the rules of Hungarian law.</p>

By ticking "I understand and accept" the General Terms and Conditions, the participant declares that he accepts these terms and conditions.

Veszprém, 08/06/2023