



General Terms and Conditions for Participants

1. Scope

The following General Terms and Conditions contain the conditions for participating in the *International Transport Forum Summit from 22 – 24 May 2024 in Leipzig, Germany* (hereinafter referred to as Event). The General Terms and Conditions apply to every individual taking part in the Event. The organizer of the 2024 ITF Summit is the OECD | 2, rue André Pascal | 75775 Paris Cedex 16, France. Leipziger Messe GmbH, Messe Allee 1, 04356 Leipzig, Germany has been commissioned to act on behalf of and for the account of the OECD. Leipziger Messe GmbH has appointed event lab. GmbH, Richard-Lehmann-Str. 12, 04275 Leipzig, itf-summit@eventlab.org with the registration of participants.

2. Conference participation / registration

Registration is handled at the [OECD-ITF website](#) and is binding once the online registration form has been sent to event lab. GmbH. After having completed the online registration, each participant receives an initial email with the booking confirmation followed by another email containing the payment information within 72 hours. Payment can be made by online payment such as credit card (MasterCard/Eurocard, VISA, and Amex) or by using PayPal. Bank transfer is also possible upon request in writing to itf-summit@eventlab.org. After successful payment, the participant is entitled to take part in the Event. Events with a limited number of participants will be indicated as such (see subsection 5).

3. Event / registration fees

Registration fees are listed at the respective [OECD-ITF website](#).

4. Rebooking / cancellation / refund

Please note that any changes or cancellation of registration and technical tours can only be accepted if submitted in writing to itf-summit@eventlab.org or by call to +49 (0)341 30 88 84 68.

Registrations: may be cancelled **up to 10 May 2024**, incurring a **cancellation charge of €50.00. After that date, only 10% of the total sum can be reimbursed.** Refunds will be made directly to the original payment source within 10 working days and will be confirmed in writing. Registration is transferable, and changes to the named delegate(s) can be made free of charge at any time.

Offsite tours: may be cancelled free of charge **up to 14 May 2024.** After that date no reimbursement is possible. Refunds will be made directly to the original payment source within 10 working days and will be confirmed in writing. Offsite tour bookings are transferable, and changes to the named delegate(s) can be made free of charge at any time.

5. Limited participation

Parts of the Event (workshops, tours, etc.) may be limited in terms of the number of participants and therefore require registration. If registration is compulsory and additional costs are involved, these parts of the Event can likewise be firmly booked through the online registration form. More information on this is available at the OECD-ITF homepage or from the Event organizer. Once the maximum number of participants has been reached, no right to participate may be asserted.

6. Liability

a) With the exception of the liability for injury to life, body, or health of the participant, the organizer's liability is limited to willful intent or gross negligence. The organizer's liability for the breach of fundamental contractual obligations (cardinal obligations) shall thereby remain unaffected. In this case liability is limited to an amount of damage that is typical for the contract and foreseeable upon conclusion of the contract. Insofar as the liability of the organizer is excluded or limited, the same shall apply to the liability of representatives as well as any performing and vicarious agents employed.



The organizer is not liable for damages or disruptions caused by circumstances outside its sphere of influence. This applies, in particular, to cases where the Event is impeded or hindered by unforeseen political, economic, or climatic events or in general by force majeure.

b) Neither the organizer nor Leipziger Messe GmbH, nor event lab. GmbH are liable for damage or accidents suffered by the participant in the event premises (hotel, conference venue, etc.) in the event of willful intent or gross negligence. Furthermore, neither the organizer, nor Leipziger Messe GmbH, nor event lab. GmbH can be made liable for the items brought in (cloakroom, valuables, etc.). The respective house rules of the conference venue or the hotel must be observed.

c) Insofar as there is the possibility of participants using local public transportation at the event location free of charge by presenting their congress documents, admission tickets or such and/or purchasing such tickets at a discount rate, The organizer, Leipziger Messe GmbH and event lab. GmbH shall not be liable for any damages arising from the use of these means of transportation.

d) Neither the organizer nor Leipziger Messe GmbH, nor event lab. GmbH accept liability for the success intended by the event. Furthermore, they are not liable for technical damage at online events, in particular, for data loss, hardware malfunctions or disruptions in internet connections. Neither event lab. GmbH, nor Leipziger Messe GmbH, nor the organizer are also liable in the event of incompatibility of the components present on the user's PC system or mobile device with the hardware and software of the online event as well as malfunctions caused by this.

7. Data protection and copyright

The personal information provided by the participant upon registration is used to guarantee the organization, execution, and evaluation of the Event. Data will only be shared with third parties involved in the Event and to ensure that the event runs smoothly (organizer, hotel, etc.). Apart from this, no further data will be shared with third parties. Personal information will be used and gathered solely in compliance with the applicable data-protection regulations. By registering for the Event, the participant expressly grants his permission to gather, use, process, store and disclose his personal information in the aforementioned context.

The scientific/scholarly presentations by participating speakers will be transferred to the presentation equipment (e.g., laptops) exclusively and centrally from the technology counter or directly by means of a storage device and may be saved on the Event location's server. The server gives third parties (e.g., event technicians) access to these copyright-protected works. The copyrighted works submitted by the speakers will be solely used to ensure that the Event runs smoothly. The presentations will only be shared with third parties involved in the Event and only if required for the Event. By registering for the Event, participants declare their agreement with this. The organizer cannot guarantee that the presentations are protected under copyright. The speakers should note that the organizer, Leipziger Messe GmbH and event lab. GmbH are not liable for copyright violations by the speakers in their presentations.

By entering the Event Premises, participants consent to the possibility of being included in interviews, photography, audio recording, video recording ("Footage") and its/their release, publication, exhibition, or reproduction to be used for news, web casts, telecasts, inclusion on websites, social media, or any other purpose by the OECD / ITF and/or its representatives. Such Footage may also be used to promote similar OECD events in the future, highlight the event and exhibit the capabilities of the OECD. You hereby release the OECD, its officers and employees, and each and all persons involved from any liability connected with producing and/or usage of the Footage.

By entering the Event Premises, participants waive all rights they may have to any claims for payment or royalties in connection with any use, exhibition, streaming, web casting, televising, or other publication of the Footage, regardless of the purpose or sponsoring of such use, exhibiting, broadcasting, web casting, or other publication irrespective of whether a fee for admission or sponsorship is charged or waived. Participants also waive any right to inspect or approve the Footage taken by the OECD or the person(s) or entity/ies designated to do so by the OECD.



You have been fully informed of – and understood – your consent, waiver of liability, and release prior to entering the Event Premises.

Content capture

For any participant it is not allowed to capture content and to distribute it without the OECD's and the speaker's approval.

8. Right of withdrawal for consumers

If the participant is a consumer under the terms of Section 13 BGB [Civil Code], the following applies:

Information on the right of withdrawal

Right of withdrawal:

In accordance with Section 355 Paragraph 2 BGB, the participant can withdraw from the declaration of intention to conclude a contract within 14 days without giving reasons. The period of withdrawal is 14 days after the conclusion of the contract.

The period of withdrawal is deemed to have been observed if the declaration of withdrawal is dispatched within the period. The declaration is to be sent by post to: event lab. GmbH, Richard-Lehmann-Straße 12, 04275 Leipzig, Germany by fax to +49 (0) 341 30 88 84 91 or by email to itf-summit@eventlab.org.

Consequences of withdrawal:

In the event of withdrawal, any performance received by either side is to be returned and any uses are to be surrendered. Obligations for restitution of payments made are to be met within a period of 30 days. For the participant, the period begins with the dispatch of the declaration of withdrawal, for event lab. GmbH it begins with the receipt of the declaration.

9. Other

The place of performance for the services of event lab. GmbH is its registered office, Richard-Lehmann-Str. 12, 04275 Leipzig, Germany as far as the services are to be provided there. As far as the requirements according to § 38 of the Code of Civil Procedure (ZPO) are met, the place of jurisdiction for all mutual claims arising from the business relationship is the seat of event lab. GmbH.

10. Severability

Should one or several provisions of these conditions of participation become invalid or contain a loophole, the contractual parties agree to amend or substitute the invalid or incomplete regulation with statutory regulations or with a valid regulation as close as possible to the purpose of the invalid regulation. The validity of the remaining provisions shall remain unaffected.