

## Conditions of participation

### CONFERENCE PACKAGE

#### Includes:

Full participation in the working programme (for delegates); lunch on Thursday 4, and Friday 5 October; conference proceedings; full participation in the partners and joint programme; participation in evening programme Wednesday 3 and Thursday 4 October 2018

### PARTICIPATION FEE

#### Participation fees (per person) **excl. 24% Greek VAT:**

If you register **before 16 July 2018**, you will receive a **€100 discount!**

|                                         |                |
|-----------------------------------------|----------------|
| <b>Member</b> Delegate                  | <b>€ 1.150</b> |
| Partner (of Member)                     | <b>€ 695</b>   |
| Member of <b>Affiliated Association</b> | <b>€ 1.650</b> |
| Partner (of Member Affiliated Assoc.)   | <b>€ 1.095</b> |
| <b>Non-member</b> Delegate              | <b>€ 1.850</b> |
| Partner (of non-Member)                 | <b>€ 1.195</b> |

#### Classification of fees:

Companies eligible for Afera membership can attend the Afera annual conference once at the member participation fee rate – participating in a following annual conference is only possible as an Afera Member; employees from member subsidiaries outside Europe will be charged the non-Member fee; the affiliated fee is only applicable for members of IVK, Assogomma, SNCP, TAAT, PSTC, JATMA and CATIA.

### HOTEL

Divani Apollon Palace & Thalasso, Agiou Nikolaou 10, Vouliagmeni 166 71, Greece

<https://divaniapollonhotel.com/>

### HOTEL RATE

Afera has secured the preferential rates:

€ 175,00 Single superior room/night (including services, taxes and breakfast)

€ 195,00 Twin superior room/night (including services, taxes and breakfast)

### HOW TO REGISTER

#### I. FOR THE ANNUAL CONFERENCE

To register for the Afera Annual Conference 2018 please click through the following link to make your reservation for the conference online **before 16 July 2018 to enjoy the discounted fee.**

[https://lejeune.allsolutions.nl/default.aspx?qvActie=AlSsa\\_mcuron&prbalD=1000&proID=002018&subID=3](https://lejeune.allsolutions.nl/default.aspx?qvActie=AlSsa_mcuron&prbalD=1000&proID=002018&subID=3)

#### II. HOTEL ROOM RESERVATION

Your room reservation(s) must be made through the hotel accommodation link. Confirmations will be received directly from the hotel. **Cancellation terms are mentioned when following the link** and subject to availability and daily room rate in the event that the full room block has been booked. The preferential group rates mentioned above will only apply as long as rooms are available; thereafter, Afera can no longer guarantee room availability. Make sure that you book your room on time!

To book your room follow these steps:

## Accommodation link Divani Apollon Palace & Thalasso

### Step 1

Go to <https://divaniapollonhotel.com/>

### Step 2

Go to the top part of the website which says 'BOOK NOW' and click through

### Step 3

Go to Availability Search and select your dates for check-in via the calendar on your screen, select number of rooms, select number of adults

### Step 4

Select on the top 'Booking Code' (or any equivalent in your language) and enter the code **1373370**  
You see Afera Annual Conference with your selected room and finish your booking

Please note: if you click through Afera Annual Conference you find all the conditions set by the hotel

## PAYMENT

### I. FOR THE ANNUAL CONFERENCE

An invoice will be sent after registration; payment should be made within 30 days. Full refund of the fee will be granted if the cancellation is received in writing before **21 August 2018**. No one will be admitted to the conference without having paid the full fee.

### II. FOR THE HOTEL

Hotel accommodation will be confirmed after booking your room via the link. A valid credit card is required to guarantee your hotel reservation and will only be charged with fees in the event of cancellation. Your hotel stay must be paid directly to the hotel upon departure.

## CANCELLATION POLICY

### I. FOR THE ANNUAL CONFERENCE

Full refund of the participation fee will be granted if the cancellation is received in writing before 21 August 2018. Full refund less a handling fee of € 200 per registrant will be granted to requests received in writing **before or on 4 September 2018**. NO REFUND WILL BE POSSIBLE AFTER THIS DATE.

### II. FOR THE HOTEL (only through hotel accommodation link)

See hotel accommodation link for conditions.

## DISCLAIMER

Afera cannot be held legally responsible for any modification to the Conference, additional costs or even cancellation of the Conference, if such is the result of an event, occurrence, effect or any cause outside the control of Afera (force majeure), including but not limited to fire, casualty, accident, riot or war, act of God, civil disturbance, act of public enemy, strike, lock-out, labour conditions or other labour controversy, failure or inability to obtain any necessary permit or license, failure or delay or reduction in transportation facilities or water, electricity or other public utilities, judicial order, law or enactment, order or act of any governmental instrumentality or military authority. Afera accepts no responsibility for possible injuries sustained during any part of the event.