

# Terms and conditions

These terms and conditions apply to registration for and participation in the [European Conference on Marine Natural Products 2025 \(hereinafter – ECMNP25\)](#).

By registering to participate in ECMNP25, you agree to the following terms and conditions.

We kindly ask you to read them carefully.

All conference participants must register using following [registration link](#). When you register, you will receive a confirmation email with information about the payment process and its conditions. If you do not receive the confirmation email in your inbox, please check your spam folder. If you still cannot find the confirmation email, please contact the organising team – [info@ECMNP25.eu](mailto:info@ECMNP25.eu).

Participants who wish to attend the conference with a contribution (oral or poster presentation) must also submit their abstracts via the following [abstract submission link](#). When you submit an abstract, you will receive an email confirming the submission of the abstract. You will also receive another email by the deadline indicated on the ECMNP25 website stating that your abstract has been rejected, approved, or conditionally approved and providing guidelines for the oral/poster presentation. If you do not receive the confirmation email in your inbox, please check your spam folder. If you still cannot find the confirmation email, please contact the organising team - [program@ECMNP25.eu](mailto:program@ECMNP25.eu).

The organisers are not responsible for registrations and abstract submissions made via other methods/channels that do not reach them.

By registering and submitting the abstract, you confirm that the information you have provided is correct and complete.

Registration and submission of abstracts is at your own risk, and we accept no responsibility for errors in the registration or submission of abstracts process. It is the responsibility of your organisation, or your own responsibility if you are registering/submitting an abstract as an individual, to ensure the accuracy of the information provided. In addition, the organiser will not refund any registration fees or other costs in the event of an error in registration unless the registration is cancelled within the specified deadline.

## 1. Registration

### 1.1. Eligibility:

Open to students, researchers, academics, professionals, industry experts, policy makers and general public representatives.

Specific categories such as early bird, student, Ocean4Biotech members levels 2 and 3, and regular registration may apply.

### 1.2. Registration process:

Participants must complete the online registration form which can be found at the following link – [registration link](#). Please note that participants wishing to make a contribution (poster or oral presentation) must not only register via [registration link](#), but also submit an abstract via the [abstract submission link](#).

After completing the registration, you will receive an email confirming the registration, payment information and terms as well as a pro forma invoice. Once the pro forma invoice has been paid, you will receive an invoice.

### 1.3. Required information:

- Personal details (name, contact information, including email).
- Affiliation (university, institution, etc.).
- Abstract submission (if applicable).
- Participation details:
  - o Whether you applied for participation with contribution (oral or poster presentation as well as invited speakers).
  - o Dietary requirements and allergies.
  - o Disabilities and other medical conditions (for example, temporary reduced mobility).
  - o Number of days you will participate in the conference.
  - o Participation in conference dinner, including participation of accompanying person.
  - o Participation in social events organised by conference organisers.
- Registration category
  - o Early bird (students, Ocean4Biotech members levels 2 and 3 only)
  - o Early bird (other)
  - o Regular (students, Ocean4Biotech members levels 2 and 3 only)
  - o Regular (others)
  - o Invited speakers, scientific committee members, sponsors, 2B-BLUE partners, media.
- Payment details (information to which the invoice is to be issued):
  - o Account holder.
  - o Full address (street, postal number, city, country)
  - o VAT number (if it is relevant).
  - o Necessity of receiving e-invoice.
  - o Necessity of receiving separate invoice for the conference dinner.

### 1.4. Deadlines:

- **Early registration:** Discounted registration fee is available until 20 May 2025, unless otherwise indicated on the conference website.
  - o Early bird registration
  - o Early bird registration for Ocean4Biotech members levels 2 and 3
  - o Early bird student registration
- **Regular registration:** After early bird registration ends, regular registration fee applies.
  - o Regular registration
  - o Regular registration for Ocean4Biotech members levels 2 and 3
  - o Regular student registration

## 2. Registration fees

### 2.1. Registration fee categories:

Category	Price*	Additional information
Early bird registration	500 euros	
Early bird student registration	400 euros	Proof of student status should be presented at the time of registration**

Early bird Ocean4Biotech registration***	400 euros	Level 2 of membership enables to use reduced rate only for individual person who is member of Ocean4Biotech. Level 3 of membership enables to use reduced rate for all the employees of the institution owning level 3 of Ocean4Biotech membership.
Regular registration	600 euros	
Regular student registration	500 euros	Proof of student status should be presented at the time of registration**
Regular Ocean4Biotech registration***	500 euros	Level 2 of membership enables to use reduced rate only for individual person who is member of Ocean4Biotech. Level 3 of membership enables to use reduced rate for all the employees of the institution owning level 3 of Ocean4Biotech membership.

\*The costs for the conference dinner (60 Euro/person) are not included in the registration fee. They are to be paid additionally. Please indicate on the registration form whether you will be attending the conference dinner. The cost of the dinner will be added to the proforma invoice and, after you have made the payment, to the final invoice. Please also indicate whether an accompanying person(s) will be attending the dinner and whether the invoice for the accompanying person`s dinner should be issued separately.

\*\*The early bird student and regular student registration can only be applied if appropriate verification of your educational status is submitted online during the registration process. The registration cannot proceed without uploading the required confirmations.

\*\*\*The main organizer of ECMNP25 is Ocean4Biotech, Professional association of international marine biotechnologists. To become a level, membership and payment have to be finalised before ECMNP25 application (<https://www.ocean4biotech.eu/become-a-member/>).

**2.2. Registration fee covers:**

- Conference material.
- Coffee breaks.
- Lunch breaks.
- Social events organized by conference organizers.

**2.3. Registration fee does not cover:**

- Travel expenses (using any kind of transportation).
- Accommodation expenses
- Visa expenses
- Any other expenses that do not fall under 2.2.

**2.4. Payment method:**

- Registration fees must be paid in full at the time of registration. Registration fee can be paid only **via bank transfer**.

- Transfer information:  
IBAN: SI56 6100 0002 9203 070  
BIC/SWIFT: HDELSI22  
Bank name: Delavska hranilnica  
Account name: Zavod Ocean4Biotech  
Address: Skocjan 9, 6000 Koper, Slovenia  
Reference: NAME\_SURNAME\_pro-forma invoice number

## **2.5. Payment currency**

Only payments in euros are accepted.

## **2.6. Bank charges**

Any bank charges incurred are to be paid by the registerer.

## **2.7. Payment conditions**

The early bird and early bird student registration fee is only valid if registration is made within the payment deadline announced on the ECMNP25 website and payment is made in full within 30 calendar days of receipt of the pro forma invoice.

If payment of the registration fee is made after the respective deadline (30 calendar days after receipt of the pro forma invoice), the higher fee as indicated on the ECMNP25 website – regular registration, regular student registration and regular Ocean4Biotech registration – will be charged.

If you are experiencing technical or administrative difficulties and there is a possibility that the 30-calendar day deadline cannot be met, please contact [info@ECMNP25.eu](mailto:info@ECMNP25.eu) as soon as possible and explain the situation. If the organisers are not contacted and informed, the early bird registration will be cancelled, and the regular registration fee will be charged.

## **2.8. Refund policy**

In the event of a participant cancelling their registration, the following refund rates apply:

- 21 calendar days prior to the conference (until September 9, 2024 (inclusive), 11:59 p.m. CEST) – 90% of the registration fee.
- 7 calendar days before the conference (up to and including September 23, 2024, 11:59 p.m. CEST) – 60% of the registration fee.
- Less than 7 calendar days before the conference (after September 24, 2024, 00:00 CEST) – no refund.

## **2.9. Transfer of registration**

If the registered person is unable to attend, the fully paid registration can be transferred to:

- the person from the same organization (if the registration fee has been paid by a legal entity or the legal entity has Ocean4Biotech level 3 membership).
- the person who is the co-author of the oral or postal presentation. If the person transferring the registration and the person accepting the transferred registration belong to different institutions, the transfer must be confirmed not only by the persons involved in the transfer but also by the legal representatives of both institutions.

The transfer can be made until September 25, 2024, 23:59 CEST, by the registered person writing to [info@ECMNP25.eu](mailto:info@ECMNP25.eu). The email should contain the following information

- First name, last name and registration type of the delegate who will not be attending.

- First and last name of the substitute delegate.
- Job title of the substitute.
- Contact information (phone number and email address) of the substitute.
- Dietary requirements and allergies of the substitute.

The organisers may reject unsuitable participants at their own discretion.

It is not possible to transfer an early bird student and regular student to a person who cannot prove their student status. It is also not possible to transfer early bird Ocean4Biotech or regular Ocean4Biotech registration to a person who is not a member of Ocean4Biotech (level 2 membership) or is not affiliated to the institution that has level 3 of Ocean4Biotech membership. If an early bird or regular registration is transferred to a student, the difference cannot be claimed.

### **3. Participation**

#### **3.1. Attendance:**

All registered participants must present their confirmation of registration at the entrance to the conference.

Conference participants must carry their name badges with them at all times and display them in such a way that they are clearly visible to other participants and organisers.

#### **3.2. Abstract submission**

Abstracts should be submitted by the deadline (15 March 2025) or otherwise indicated on the official ECMNP25 website (<https://ecmnp25.eu/>).

The submitting (co)-author of the abstract will be notified of the acceptance or rejection of the abstract by a date specified on the ECMNP25 website.

#### **3.3. Presentation guidelines**

Participants whose abstracts have been accepted must adhere to the formatting, timing and presentation guidelines set by the conference organizers.

#### **3.4. Code of conduct**

Participants are expected to conduct themselves in a respectful and professional manner during the conference.

Harassment or disruptive behaviour will not be tolerated and may result in expulsion from the conference without refund.

The organisers reserve the right to exclude any person or organisation from participating in the conference. In addition, any person or organisation may be excluded from the conference if the organisers believe that the presence of participants would have a negative impact on the conference or other participants.

#### **3.5. Liability:**

Participants are responsible for their own personal safety and property during the conference.

Participants attend the conference at their own risk. Participants should make their own arrangements regarding visa, health and travel insurance.

The conference organisers are not liable for personal injury, theft or loss of property.

### **3.6. Visa requirements**

Participants are responsible for their own travel arrangements. Check visa requirements with your local embassy or consulate well in advance.

The conference organisers are unable to send invitation letters in support of your visa application until they have received your registration form and full payment of registration fee.

The organisers do not liaise directly with embassies and consulates on behalf of visa applicants.

Failure to obtain a visa prior to the conference is not a valid basis for a refund.

## **4. Photographs and videos**

By registering for this conference, you consent to your photo and/or video being taken and used for promotional purposes, such as social media, websites and email marketing. If you do not wish to have your photo taken, please let the conference staff at the registration desk know.

## **5. Data Protection**

Registration forms will collect personal data (name, email, institution, etc.), which will be used solely for organizing and communicating about the conference.

The conference organizers will handle all personal data in accordance with GDPR (General Data Protection Regulation) or applicable data protection laws.

You may request access to, correction of, or deletion of their personal data at any time.

## **6. Cancellation or the conference**

The organisers of the conference are not responsible for delays or cancellations caused by unforeseen circumstances (force majeure) such as war, riots, terrorist acts or the threat of such acts, strikes, strike-like movements, import or export embargoes, accidents, fires, blockades, floods, earthquakes, natural disaster, severe storm, severe power interruption, severe traffic disruption/obstruction, epidemic, pandemic, governmental or military order, decree or action or any other disruption that is unforeseeable and cannot be averted and that is beyond the control of the conference organisers.

## **7. Additional terms**

### **7.1. Travel & Accommodation**

Participants are responsible for their own travel arrangements and accommodation. The organizers will provide recommendations for local hotels and transportation on the ECMNP25 website.

### **7.2. Language:**

The official language of the conference is English. All presentations and materials should be prepared in English unless otherwise specified.

### **7.3. Certificate of attendance**

Any confirmation or certification related to the conference will be sent to each participant within 1 month after conference.

### **7.4. Media Representatives**

The conference organisers invite media representatives to the conference to report objectively on the conference for a wider audience. To attend the event, media representatives must register in writing at [info@ECMNP25.eu](mailto:info@ECMNP25.eu), specifying exactly which presentations/time slots they wish to cover. Media representatives may be present at the conference for limited duration on the prior agreement.

The conference organisers reserve the right to refuse the registration of media representatives without giving reasons.