

**LEAD NETWORK HYBRID CONFERENCE 2023**  
**General Terms and Conditions**

**Registration Policy**

- Registration for the event is open to LEAD Network members only. You can sign-up for membership (currently free of charge) [here](#).
- You can register for the Conference by submitting your registration using the online [registration form](#).
- After submitting your registration, you will receive a confirmation e-mail. This email confirmation is proof of your registration.
- The registration is unique to an individual and cannot be shared or replaced unless written notification is sent to LEAD Network. If accepted, an approval email will be sent by LEAD Network confirming the new attendant's name.

**Payment Policy and Fees**

- There are two tickets available for the Conference: On-site and Virtual
- The **“LEAD Network Conference On-site ticket“** includes:
  - Admission to the Conference Opening, Breakout Sessions, Award Ceremony & Networking Celebration Dinner (October 12), and the full-day Conference Plenary and Breakout Sessions (October 13).
  - Admission to the Virtual D&I Marketplace and access to on-demand content at the Conference Platform for up to 30 days after the event.
  - On-site tickets will be available from June 28 - October 4, 2023.
  - Ticket price: € 952 (€ 800+ 19% VAT)
- The **“LEAD Network Conference Virtual ticket“** includes:
  - Access to the live-streamed Conference Opening and Plenary Sessions, live-streamed Breakout Session taking place on Day 1 (October 12) and to all live-streamed Plenary and Breakout Sessions taking place during the full-day conference (October 13) on the Conference Platform
  - Admission to the Virtual D&I Marketplace and access to on-demand content at the Conference Platform for up to 30 days after the event.
  - Virtual tickets will be available from June 28 - October 4, 2023.
  - Free of charge
- The admission fee for the On-site ticket is payable via PayPal upon registration.
- You will receive an receipt invoice shortly after the registration process. Please make sure the correct invoice information (private or business-related purchase) is provided. Invoice details will be those you entered in the registration form.

### **Access, Cancellation & Substitution**

- The registration to the LEAD Network Conference grants access only to the registered attendee named in the registration process. The registration allows the named participant to participate in the live Conference or / and visit the virtual D&I Marketplace, stream, download files and view on-demand content during and after the event. Access codes to individual Sessions and the overall Conference are personalized and cannot be shared among multiple users.
- Cancellation of registration must be submitted via email to [conference@lead-eu.net](mailto:conference@lead-eu.net) and is valid only with acknowledgement of receipt by LEAD Network.
- Cancellation fees are dependent on the notice given:
  - If you cancel your attendance up until 31 days prior to the event, you will receive a 50% refund of your payment.
  - If you cancel your attendance 31 days or less prior to the event, you will not be eligible for a refund; however, substitutions (subject to availability) may be arranged at the sole discretion of LEAD Network.

### **Recording of LEAD Network events**

- LEAD Network will be recording some sessions of the Conference.
- The recording will be hosted on the platform as “On-Demand Session”.
- In registering for the LEAD Network event, you give your consent that the recording may also appear on the LEAD Network’s website, video channel or related social media pages.
- Some material may also be used by Partners with the authorisation of LEAD Network.

### **Usage of Photographic Material taken at LEAD Network events**

- LEAD Network takes photographic material of participants & speakers at events.
- In registering for a LEAD Network event, you acknowledge that we may include images of yourself (intact or in part) for material used in various publications, press releases, promotional activities, or other related endeavours.
- This material may also appear on the LEAD Network’s website.
- This material may also be used by Partners with the authorisation of LEAD Network.

### **Alterations in Programme and Speakers**

LEAD Network reserves the right to alter the programme and speakers at any time, without notice. If this occurs, LEAD Network shall try to communicate the changes as soon as possible to all attendees.

### **Use of your Personal Information**

LEAD Network collects, uses, and stores personal data of you as our member. In our [Privacy Statement](#) we explain how we use the personal data we collect from you. If you have any questions regarding data privacy, we refer to the contact mentioned under Contact details in our Privacy Statement. By visiting Partner booths during the Conference, you are opting in collecting personal data from the Partners. LEAD Network will create some statistics after the event by using collecting data.