

RULES
of the third European Conference
Buried Flexible Steel Structures
held on 24-25 April 2017 in Rydzyna

1. The third European Conference "Buried Flexible Steel Structures" (hereinafter the Conference) shall be held on 24-25 April 2017 at the Rydzyna Castle (pl. Zamkowy 1, 64-130 Rydzyna).
2. The official website of the Conference shall be www.conference-flexiblestructures.com.
3. All correspondence related to the Conference (subject to the provisions of the Rules requiring the written form) must be sent via e-mail to the following address: info@conference-flexiblestructures.com.
4. The Organisers of the Conference shall be:
 - a. Poznan University of Technology (www.put.poznan.pl) (The main organiser);
 - b. Polish Committee on Geotechnics (www.geotechnika.org.pl);
 - c. Polish Association of Transport Engineers & Technicians – Poznań Branch (www.sitk-poznan.org);
 - d. Association of Polish Bridge Engineers (www.zmrp.pl).
5. The media sponsors of the Conference shall be:
 - a. the *Mosty* magazine (www.mosty.elamed.pl);
 - b. the *Materiały Budowlane* monthly publication (www.materiałybudowlane.info.pl);
 - c. the *Inżynieria i Budownictwo* monthly publication (www.inzynieriaibudownictwo.pl);
 - d. the *Autostrady* magazine (www.autostrady.elamed.pl).
6. The main sponsor of the conference shall be: ViaCon sp. z o.o. ul. Przemysłowa 6, 64-130 Rydzyna
The District Court Poznań - Nowe Miasto i Wilda, the 9th Commercial Division, KRS [National Court Register no.] 0000093391 REGON [Business Registry No]. 410351222 NIP [Tax Identification No.] PL 6971710977
Share capital of PLN 420,000
7. The provisions hereof shall apply to all Participants of the Conference and constitute an integral part of registration of the participation in the Conference.
8. The Conference shall be attended by the Participants of the Conference:
 - a. Passive Participant: participating in the Conference as an attendee without publication of a paper or a presentation thereof during the Conference;
 - b. Active Participant: participating in the Conference with publication of a paper and/or a presentation thereof during the Conference.
9. Participant of the Conference shall be obliged to confirm their registration of participation and to pay a conference fee.
10. The registration of participation shall be accepted only via the form on the Conference website (www.conference-flexiblestructures.com).
11. The conference fees shall be:
 - a. Participants:
 - i. by 15 December 2016: EUR 415 gross;
 - ii. after 15 December 2016: EUR 520 gross;
 - b. Students:
 - i. by 15 December 2016: EUR 140 gross;
 - ii. after 15 December 2016: EUR 160 gross;
 - c. Accompanying persons:
 - i. before 15 December 2016: EUR 210 gross;
 - ii. after 15 December 2016: EUR 230 gross;
12. The conference fees must be paid by bank transfer to the following account:
ViaCon sp. z o.o., ul. Przemysłowa 6, 64-130 Rydzyna
DANSKE Bank A/S S.A. Oddział w Polsce PL 47 2360 0005 0000 0045 5031 0133
SWIFT-BIC DABAPLPW
13. Payments of the conference fees may be also made via online payments in the (www.payu.pl) and PayPal (www.paypal.com) systems.
14. The owner and operator of PayU (www.payu.pl) is PayU S.A. with its registered office in Poznań, at ul. Grunwaldzka 182, entered into the register of entrepreneurs of the National Court Register maintained by the District Court Poznań – Nowe Miasto i Wilda in Poznań, the 8th Commercial Division of the National Court Register under the KRS number 0000274399, NIP number 7792308495, REGON 300523444, share capital of PLN 4,944,000, paid-in capital of PLN 4,944,000, being a provider of payment services as understood by the Act of 19 August 2011 on Payment Services.
15. The owner and operator of PayPal (www.paypal.com) is PayPal (Europe) S.à r.l. et Cie, S.C.A. (R.C.S. Luxembourg B 118 349) which obtained a proper authorisation for operating as a bank (or a "lending institution" according to the legal categories). PayPal operates under the strict supervision of the Luxembourg financial supervision authority (Commission de Surveillance du Secteur Financier, CSSF). CSSF maintains a register of the organisations supervised by CSSF. PayPal (Europe) S.à r.l. et Cie, S.C.A. has an entry in this register under the number B00000351.
16. In case of an online payment via (www.payu.pl) and PayPal (www.paypal.com) systems, the rules established by the entities set out in Clause 14 and Clause 15 which are responsible for processing of the said transactions shall apply.

17. The date of payment of the conference fee shall be deemed to be the date of recording the payment on the bank account set out in Clause 12.
18. The Organiser shall issue a VAT invoice for the participation in the conference for the data provided in the registration form.
19. The conference fees shall cover:
 - a. Participants:
 - i. conference materials (conference book + CD)
 - ii. admittance to technical sessions
 - iii. accommodation (3 nights on 23-26 April 2017)
 - iv. lunches and refreshments (FB);
 - v. social events;
 - b. Students:
 - i. conference materials (conference book + CD)
 - ii. admittance to technical sessions
 - iii. accommodation (3 nights on 23-26 April 2017)
 - iv. lunches and refreshments (FB);
 - v. social events;
 - c. Accompanying persons:
 - i. conference materials (conference book + CD)
 - ii. accommodation (3 nights on 23-26 April 2017)
 - iii. lunches and refreshments (FB);
 - iv. social events.
20. Participant of the Conference shall be obliged to inform the Organiser by 31 March 2017 of the type of means of transport by which they will travel to the Conference.
21. The Participants of the Conference who meet the obligation referred to in Clause 20 shall be provided by the Organiser with free transportation on the following routes:
 - a. transfer from the Poznań airport to the hotel and from the hotel to the Poznań airport;
 - b. transfer from the Wrocław airport to the hotel and from the hotel to the Wrocław airport;
 - c. transfer from the Leszno railway station to the hotel and from the hotel to the Leszno railway station;
 - d. transfers between the hotels and the venue of the Conference.
22. Active Participant shall be also obliged to undergo the paper submission procedure in accordance with Annex 2 – Papers.
23. The number of the Participants of the Conference shall be limited. The acceptance shall occur on a first come first served basis. In case of rejecting a participation because of a lack of vacancies, the entire conference fee paid shall be returned.
24. Withdrawal from the appearance at the Conference:
 - a. withdrawal by 1 March 2017: the entire conference fee shall be returned;
 - b. withdrawal after 1 March 2017: the organiser shall not return the conference fee.
25. All official information regarding the Conference are on the website: www.conference-flexiblestructures.com.
26. Acceptance of the Rules by the Participant shall mean they agree to the processing of their personal data for the purposes related to the Conference.
27. Any complaints of the Participants towards must be sent to the following e-mail address: info@conference-flexiblestructures.com no later than within 14 days from the end of the Conference.
28. The Organiser reserves the right to make changes in the schedule of the Conference or to cancel the Conference due to reasons beyond the control of the Organiser.

Annexes:

1. Annex 1 – Papers

ANNEX 1 – PAPERS
to the Terms of the third European Conference
Buried Flexible Steel Structures
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1. Notwithstanding the provisions of the Rules, the Active Participants of the Conference shall be obliged to comply with the provisions of this Annex.
2. Submission of summaries, abstracts, and articles shall be accepted only via the form on the Conference website (www.conference-flexiblestructures.com).
3. The number of the Active Participants of the Conference shall be limited. The acceptance shall occur on a first come first served basis.
4. In order for the abstract and/or paper to be accepted for presentation during the Conference, it is necessary to comply with the following schedule:
 - a. by 27 May 2016: abstract submission;
 - b. by 1 July 2016: information on the acceptance of abstracts;
 - c. by 10 December 2016: paper submission;
 - d. by 10 February 2017: paper acceptance
 - e. by 1 March 2017: registration of participation.
5. The person submitting a paper represents:
 - a. that upon reading the paper, all authors and co-authors mentioned accept the contents thereof and agree to the publication thereof;
 - b. that the work does not infringe any third party rights, particularly copyright, copyright-related rights, industrial property rights, trade secret.
6. By submitting an abstract and/or paper, the Participant agrees to the publication thereof in materials related to the Conference and in the publication published after the Conference (within 12 months from the end of the Conference).
7. The publication referred to in Clause 6 may occur in electronic form (publication on a website, e-book, PDF brochure) or in paper form (book, brochure, etc.).
8. The authors shall not be entitled to remuneration for the use of copyright, pursuant to Clause 6 and Clause 7.