

## TERMS & CONDITIONS

### AgriVoltaics2020 Conference and Paper Publication

#### 1. TYPE OF EVENT, LOCATION, HOST etc.

These General Terms and Conditions are valid for each attendee registered for the AgriVoltaics2020 conference, October 14 - 16, 2020 in Perpignan, France (hereafter referred to as "conference"), regardless of whether he/she attends on-site or bought an access ticket for the Virtual Conference Platform, and the conference papers to be uploaded to the website.

Location: Palais de Rois de Majorque, Rue des Archers, 66000 Perpignan, France, or online.

Managing parties:

Fraunhofer ISE, Heidenhofstr. 2, 79110 Freiburg, Germany

INRAE, 147, rue de l'Université - 75338 Paris Cedex 07 - France

PSE Conferences and Consulting GmbH, Emmy-Noether-Str. 2, 79110 Freiburg, Germany

Responsible conference organizer, encashment and conference secretariat:

PSE Conferences and Consulting GmbH, Emmy-Noether-Str. 2, 79110 Freiburg, Germany, [www.pse-co.de](http://www.pse-co.de)

#### 2. PROGRAM AND SOCIAL PROGRAM

The conference program will be published on the conference website [www.agrivoltaics-conference.org](http://www.agrivoltaics-conference.org).

AgriVoltaics2020 cannot assume liability for any changes in the program due to external and unforeseen circumstances such as but not limited to cancellation of speakers, delay of means of travel, pandemic and related issues etc. and reserves the right to cancel, postpone, relocate or change any of the sessions or to add new sessions and to make changes regarding speaker identity. Updates will be published on the website regularly.

#### 3. REGISTRATION

##### CONFERENCE REGISTRATION

The registration deadlines are as follows (may be subject to change):

- Early bird registration deadline: August 12, 2020
- Standard registration deadline: October 9, 2020
- Late / On-site registration: no on-site registration, but online registration will remain open. Late Fees apply from October 10, 2020

Should one deadline be missed, the next applicable fee will be charged automatically. The registration will only be confirmed upon receipt of full payment. The online registration for AgriVoltaics2020 is available on <http://www.agrivoltaics-conference.org>.

##### STUDENT RATES

Students enrolled at an approved university will receive the reduced student conference fee. All student discounts are at the organizers' discretion, and proof of status (student card) is required. For this purpose, students will be sent a link where they can upload a scan of the student card. In addition, they must present their original student identification card on-site in order to receive their name badge. Discounts must be applied when registering – discount cannot be applied after the booking has been processed.

##### PhD Students

In case you would like to register for a student ticket as a PhD student, the following criteria should be fulfilled, and the following document provided: A personalized document on official university paper in English language, signed by the professor/PhD supervisor, proving that the participant is doing a doctorate.

The document must be uploaded to the AgriVoltaics2020 website and must be presented on-site at the registration desk in order to receive the name badge.

CAPACITY is limited! Registrations will be handled on a first come, first serve basis. If the maximum attendee capacity for the on-site conference is reached, the organizers reserve the right to refuse any further registration.

#### PAPER UPLOAD

The full papers must be uploaded to the conference website as a .pdf document as well as a word document before October 16, 2020.

Acceptance of the abstract does not guarantee acceptance of the paper for the proceedings. All papers need to follow the AIP guidelines and will be subject to a separate scientific review process. This review process includes that the paper might be sent back to the authors for corrections / modifications or might be rejected. These corrections / modifications must be returned within the specified period, otherwise the paper will be rejected. More information about the review criteria is available on the conference website.

## 4. PAYMENT

The payment procedure will be managed by PSE Conferences and Consulting GmbH.

The ONLINE ENCASHMENT is realized in cooperation with a bank security system company (BS PAYONE) and the security systems "Verified by Visa" (VbV) and "MasterCard Secure Code" (MSC). Payment is required at the time of registration and/or paper upload and should be made in the currency indicated. Payment is possible by credit card (Visa, Master Card, and American Express). Attendees should complete the relevant section of the online registration form. Confirmation of conference fee and social program will be forwarded after acceptance of payment by the credit card company.

The conference and paper fee and fees for additional services may be subject to VAT. Should VAT rates occur/increase, the fee quoted will be subject to adjustments without prior notice.

The participant will receive confirmation of his/her online registration and payment by e-mail with the invoice attached. If no confirmation is received within 48 hours, please contact [info@agrivoltaics-conference.org](mailto:info@agrivoltaics-conference.org).

Each regular conference registration for the whole conference includes:

- Access to all conference sessions,
- Conference materials, including
  - the printed conference program,
  - the conference proceedings, published online in the AIP conference proceedings with perpetual open access,
- The daily coffee breaks and lunches.
- Access to the password-secured Virtual Conference Platform on the website including:
  - list of participants (including a contact feature)
  - all accepted abstracts available from start of the conference
  - all given presentations in mp4 format available one day after the presentation has been hold in Perpignan
  - all presented posters available one day after the poster has been presented in Perpignan, including a picture of the poster and a mp4 format presentation, if provided by the author
  - the non-reviewed full papers (until publication with AIP; if cleared for publication) will be available after the conference.

Accommodation costs are not included in the conference fee, and attendees are responsible for making their own travel and lodging arrangements.

Online access includes:

- Access to the password-secured Virtual Conference Platform on the website including:
  - list of participants (including a contact feature)
  - all accepted abstracts available from start of the conference
  - all given presentations in mp4 format available one day after the presentation has been hold in Perpignan
  - all presented posters available one day after the poster has been presented in Perpignan, including a picture of the poster and a mp4 format presentation, if provided by the author
  - the non-reviewed full papers (until publication with AIP; if cleared for publication) will be available after the conference.

Access to the Virtual Conference Platform will be open until February 28, 2021.

The access must not be passed on to third persons. If there is suspicion of abuse, PSE Conferences & Consulting reserves the right to block digital access without prior notice.

## 5. CONFIRMATION/ADMISSION

A delegate's registration will not be valid until receipt and clearance of payment by the AgriVoltaics2020 conference secretariat.

A letter of confirmation/payment receipt will be sent by email once the conference secretariat has received the fully completed registration form and the related payment. Attendees should present this confirmation/payment receipt at the registration counter to proof their registration and payment.

#### VISA REQUIREMENTS

It is the sole responsibility of the attendee to contact the nearest embassy or consulate for visa details and to allow sufficient time for the visa application procedure. Please be aware that the visa process might take several months.

#### INVITATION LETTER FOR VISA APPLICATION

Delegates must have registered and paid the required conference fees before requesting an official Letter of Invitation. A digital version of the invitation letter will be sent together with the registration confirmation. In case an original version is needed please contact [info@agrivoltaics2020](mailto:info@agrivoltaics2020) as early as possible. Please note that the AgriVoltaics2020 conference organizers will not be able to contact or intervene with any embassy or consulate office on behalf of a delegate.

The Letter of Invitation does not financially obligate the conference organizers in any way. All expenses incurred in relation to the conference are the sole responsibility of the attendee.

#### CERTIFICATE OF ATTENDANCE

The Certificate of Attendance will only be available on-site and cannot be issued after the conference.

#### NAME BADGE

All participants must check in on arrival at the conference and will receive their name badge. The name badge is required for admittance to all booked conference sessions and events. Each participant is asked to wear and clearly display the name badge at all times during the conference and the included social events in order to gain access. The name badge will contain first name, last name and university/institution/company of the attendee.

#### HYGIENE REQUIREMENTS

In order to ensure the maximum safety of all on-site participants and service personnel as far as possible and to minimize possible risks of infection, the organizers will take officially required and, if considered useful, other suitable measures. These may include, for example, the wearing of face masks in the conference rooms. The hygiene requirements will be published at the conference and, as far as known, before the conference. Participants who do not comply with these regulations must leave the conference building; depending on the severity of the violation, this may also result in criminal prosecution. Persons with cold symptoms (such as rhinitis, cough, fever) are not permitted to enter. In these cases, no refund will be given.

## 6. CANCELLATION POLICY

#### CONFERENCE TICKETS

Registered conference participants who cannot attend the conference will be refunded as follows:

- Receipt of cancellation by September 4, 2020: Refund of 50% of the net conference fee minus Euro 40 handling fee.
- Receipt of cancellation by September 18, 2020: Refund of 25 % of the net conference fee minus Euro 40 handling fee.
- No refund can be accepted after September 18, 2020.

Paid taxes will not be refunded.

#### ONLINE ACCESS; PAPER FEE

Online access tickets and paper fee are non-refundable.

Once the paper has been uploaded and the fee paid, cancellation or refund will in no case be possible, even if the paper will be retracted or rejected, no matter if this is done by the author or during the reviewing process, or if the publication is rejected because the scientific work had not been presented at the conference by one of its authors.

#### SUBSTITUTIONS

Substitutions for on-site tickets are welcome at any time before start of the conference. If you wish to substitute a participant, please contact the AgriVoltaics2020 secretariat at your earliest convenience. Substitutions prior to the conference are free of charge. Substitutions on the first day of the conference before start of the first session are possible but subject to a handling fee of Euro 40 (+ VAT, if applicable).

After start of the first session, the ticket is non-transferrable.

Substitutions for the Online Access Tickets are not possible.

Credit will not be given for unattended events or early termination of attendance.

#### CANCELLATIONS

Cancellations of the registration must be made in writing to the conference secretariat at PSE Conferences and Consulting GmbH, Emmy-Noether-Str. 2, 79110 Freiburg, Germany, [info@agrivoltaics-conference.org](mailto:info@agrivoltaics-conference.org).

#### REFUNDS

All refunds will be made after the conference and within four months. Any bank charges involved will be charged to the participant.

## 7. CANCELLATION OF THE CONFERENCE

If the conference cannot be held or is postponed and/or the AIP proceedings cannot be published due to events beyond the control of the conference organizers (force majeure) or due to events which are not attributable to wrongful intent or gross negligence of the conference organizers, including epidemic and related issues, the conference organizers cannot be held liable by attendees for any damages, costs, or losses incurred, such as transportation costs, accommodation costs, financial losses, etc.

Under these circumstances, participants will be refunded as follows:

- Early Bird Tickets: Refund of 50% of the net conference fee; maximum refund is the net difference between the bought ticket and the online access ticket fee.
- Regular Tickets: No refund will be given
- Online Access Tickets: No refund will be given

In case of cancellation of the on-site conference in Perpignan the benefits of an online access ticket will remain.

## 8. DATA PROTECTION

The personal information provided by the participants will be held on a database. Credit card information will NOT be stored in this database. The email addresses will be used to circulate the conference newsletter, last minute details and announcement of future conference events and will be handed on to the organizer of the next conference. The data of the participants will not be given to a third party, not related to the conference. If demanded, participant data (e.g. name, company/institute, country) will be forwarded to the local authorities to the extent requested. By registering for the conference, the participant agrees to this. For further details please see the Data Protection Policy on the PSE website.

#### VIRTUAL CONFERENCE PLATFORM - PARTICIPANT CONTACT FEATURE

AgriVoltaics2020 will offer a contact opportunity for conference participants in its internal Download Area. All participants who want to use the contact feature will need to confirm their admission to send and receive mails to and from other conference participants. The first contact will occur indirectly and anonymously via the conference system. No personal data will be handed out to other participants.

#### ONLINE CONFERENCE TOOLS

In case webinar or similar online conferencing and supporting tools will be used (including forum and chat), the attendee does implicitly accept the terms and conditions of the respective tool when using it. The organizers will do their best, but cannot guarantee, to select only tools that comply with the European Data Protection Regulation.

#### AIP CONFERENCE PROCEEDINGS

Each paper author's contact information (name, affiliation and e-mail address) will be shared with AIP Publishing (<http://publishing.aip.org/>), 1305 Walt Whitman Road, Suite 300, Melville, NY 11747-4300, USA. AIP Publishing collects all copyright transfer forms electronically. After the volume has been submitted to AIP Publishing, they will send all authors an email asking them to complete their electronic forms. This entire procedure is outside the responsibility of PSE Conferences & Consulting GmbH.

## 9. PHOTOGRAPHY/IMAGE AND SOUND RECORDINGS

Press photographers must obtain authorization from the conference host. Photographs and recordings of images and sound other than for private use are forbidden and must only be taken with the written consent of the conference host. The organizer is entitled to have sessions, social events, stands and persons photographed and filmed during the conference for publication in its own material, including the website, or in the general press.

We would like to point out that in the case of digital event concepts, recordings of the webinars and, if applicable, sound recordings may be made which can be published to the public as well as for reporting, general public relations and advertising purposes. The conference organizer cannot ensure that pirated copies, screenshots or similar cannot be made by third parties.

## **10. LIABILITY**

The conference hosts and PSE Conferences & Consulting GmbH cannot be held liable for any deficiency or accident during the conference or the social events. Exceptions from this rule would include possible deficiencies in procurement occurring from wilful acts or from grossly negligent acts which will make the hosts of the conference and/or the organizer PSE GmbH liable, restricted to each individual case. The coverage is based on the original value of the services booked according to our published offer. In order to ensure the maximum safety of all on-site participants and service personnel as far as possible and to minimize possible risks of infection, the organizers will take officially required and, if considered useful, other suitable measures. Participation is at your own risk. Possible risk groups are strongly advised not to participate in the live event. The organizer cannot be held responsible in any case if an infection with COVID-19 (or another health issue) occurs during the time of arrival and departure as well as during the conference. Participants are strongly advised to take care of an appropriate health and travel insurance coverage.

The conference hosts and PSE GmbH shall be held liable in the framework of a duty of care as a respectable businessman according to statutory provisions. PSE GmbH shall be liable regardless of the legal nature of the claim only in relation to wilful acts or gross negligence. PSE GmbH's liability is limited to the compensation of the direct damage; any liability for consequential damage is excluded. In cases of personal injury, statutory regulations shall apply. The liability of commissioned service providers shall remain unaffected by this. The attendee shall take part in the conference at his/her own risk. Verbal agreements shall not be binding if these have not been confirmed in writing by the conference organizer.

No responsibility is accepted for loss or damage to personal property during the conference or at the conference site.

Before uploading a paper and/or purchasing a ticket, it is the responsibility of the attendee to check whether the device and internet connection he/she intends to use are sufficient for the use of the product. If it turns out that this is not the case, this is not a defect for which the conference organizer is responsible. Upon request, PSE GmbH will provide information on the system requirements.

PSE GmbH does not guarantee that access to the virtual conference platform will always be available or that the digital products will always be accessible. Rather, we expressly point out that access to our online services may be temporarily not possible or only possible to a limited extent (e.g. due to maintenance work, security measures or faults and problems over which we have no influence). Temporary, short-term unavailability of access does not entitle you to price reductions, withdrawal or claims for damages.

## **11. FULFILMENT AND JURISDICTION**

All contractual and legal relationships are subject to the exclusive application of the law of Germany, and in the event of any legal claims arising from either party, Freiburg, Germany shall be the sole court of jurisdiction.

Conflicting terms of business formulated by the participant shall only become a part of the contract if the organizer specifically agrees to them in writing. All amendments or supplements to the terms of the contract must be made in writing.

## **12. SALVATORI CLAUSE**

If there is a determination of these Terms and Conditions to be ineffective or impracticable, then the validity of the remaining provisions shall in no way be affected. In such case the void and/or illegal provision shall be replaced by a valid provision which comes as close as possible to its intended effect and best coincides with the purposes of this contract.