

# International Conference on the Use of Computers in Radiation Therapy

**27–30 June 2016**  
**Imperial College London, UK**

**ICCR2016**



**ICR** The Institute of  
Cancer Research

The ROYAL MARSDEN  
NHS Foundation Trust





**ICCR2016**

We would like to invite you to attend the 18th ICCR conference (ICCR 2016), which will be held in London from 27–30 June 2016.

For its 50th anniversary, the ICCR conference returns to the country where it first started – the UK – and will be jointly hosted by the University of Oxford and the Institute of Cancer Research (London), in partnership with The Royal Marsden NHS Foundation Trust.

Computing technology is integral to modern radiotherapy. The ICCR attracts outstanding researchers and clinical staff who unite to share exciting scientific and technical advances, including:

- Clinical trials and outcomes
- Data mining
- Dose-calculation methods and Monte Carlo modelling
- Functional imaging
- Image-guided radiation therapy and motion management
- Radiobiology
- Radiation-therapy planning, adaptation and optimization
- Segmentation and image registration

An exhibition will be held alongside the conference programme. We expect between 250 and 400 delegates from the main professions represented in radiotherapy: radiation oncologists, radiation therapists and medical physicists. The exhibition will also be open to non-participant visitors, enabling a broader community of potential customers. Attendance at the exhibition is free.



## The venue

The exhibition will be held in the Queen's Tower Rooms, Sherfield Building, at Imperial College London, South Kensington campus, located in the heart of London. Consistently rated one of the world's best universities, Imperial College London is a science-based institution with a reputation for excellence in teaching and research.

The trade exhibition will be held in close proximity to all of the sessions and meeting rooms, and will house the conference catering.

## Exhibition

The ICCR 2016 exhibition will run in conjunction with the conference programme from Monday to Wednesday. The trade exhibition has been designed to provide the best possible promotional opportunities to participating organizations. With catering breaks being served in the area, the exhibition will create an unparalleled opportunity to promote your products and services to delegates.

## Purchase of an exhibition stand entitles exhibiting companies to

A basic shell scheme (3 × 2 m), six-foot table, one single 500-watt socket, two chairs, free WiFi internet access, a 50-word company profile in the Conference Programme book, a link to the company website from the conference website, a list of conference-delegate registrations (excluding opt-outs), and one exhibitor pass, which includes:

- Access to all conference sessions
- Morning, lunchtime and afternoon catering breaks
- One ticket to the Welcome Reception

## Stand price

£3500 (GBP)

Stand space is limited, so to secure your booking and avoid disappointment, contact:

## Paul Rucci, Exhibition Sales

Tel +1 (215) 454 6215

E-mail [rucci@ioppubusa.com](mailto:rucci@ioppubusa.com)

## Chris Thomas, Exhibition Manager

Tel +44 (0)117 930 1264

E-mail [chris.thomas@iop.org](mailto:chris.thomas@iop.org)

## Additional exhibition staff passes

Additional exhibitor passes can be purchased at £175 per person. The fee will include:

- Name badge
- Morning, lunchtime and afternoon catering breaks
- One ticket to the Welcome Reception
- Additional exhibition staff wishing to attend conference sessions must register as a conference delegate and pay the application fee

Exhibition passes do not entitle exhibition staff to attend the social event. Additional social-event tickets can be purchased at £75 per person, subject to availability.

VAT is charged at the prevailing rate, currently 20%. If the rate is altered as a result of government legislation, charges may be adjusted accordingly.



## Sponsorship options

### Platinum Sponsor £15,000

**As a Platinum Sponsor, your organization will benefit from an excellent level of exposure and strong alignment with the conference through the many opportunities for branding and exposure, prior to, during and after ICCR 2016. You will receive the following entitlements:**

- Three conference-delegate registrations, inclusive of the Welcome Reception and Conference Dinner
- One double (up to 3 × 4 m) exhibition booth located in a prominent position
- Three exhibitor registrations, inclusive of the Welcome Reception
- A delegate list supplied two weeks prior to the conference\*\*
- Whole-page advertising space in the Conference Programme Book (artwork to be supplied by the sponsor)\*
- Promotional brochure (maximum four × A4 pages) to be inserted in the satchel (sponsor to supply the satchel and brochure)
- Verbal acknowledgement as a Platinum Sponsor during the opening and closing sessions
- Logo and 100 word profile in the Conference Programme Book\*
- Free-standing banner at the entrance to the social event (sponsor to supply)

In addition to the entitlements above, the sponsor can provide a **conference bag or satchel** to the agreed specification of the ICCR Committee. The satchel contains the official conference material distributed to all of the delegates, speakers and exhibitors, providing direct and constant exposure throughout and after ICCR 2016. As the sponsor of the satchel, your company logo will appear discretely on the satchel. The Organizing Committee reserves the right to source and select the satchel.

### Gold Sponsor £12,000

**As one of the Gold Sponsors, your organization will benefit from an excellent level of exposure and strong alignment with the conference through the many opportunities for branding and exposure, prior to, during and after ICCR 2016. You will receive the following entitlements:**

- Two conference-delegate registrations, inclusive of the Welcome Reception and Conference Dinner
- One (up to 3 × 2 m) exhibition booth located in a prominent position
- Two exhibitor registrations, inclusive of the Welcome Reception
- A delegate list supplied two weeks prior to the conference\*\*
- Half-page advertising space in the Conference Programme Book (artwork to be supplied by the sponsor)\*
- Promotional brochure (maximum four × A4 pages) to be inserted in the satchel (sponsor to supply the material)
- Verbal acknowledgement as a Gold Sponsor during the opening and closing sessions
- Logo and 100 word profile in the Conference Programme Book\*

In addition to the entitlements above, each Gold Sponsor can choose one of the following options to complement their package. The preferred option must be selected by the sponsor at the time of submitting their sponsorship booking form.

- **Option 1: Pens (exclusive)** – Pens to be provided by the organization and inserted in each satchel/conference bag
- **Option 2: Notebook (exclusive)** – Notebooks to be provided by the organization and inserted in each satchel/conference bag



# ICCR2016

## **Silver Sponsor £9000**

**As a Silver Sponsor, your organization will enjoy a strong alignment with the conference through the many opportunities for branding and exposure, prior to, during and after ICCR 2016. Your organization will receive the following entitlements:**

- One conference-delegate registration, inclusive of the Welcome Reception and Conference Dinner
- One exhibition booth (up to 3 × 2 m) located in a prominent position within the exhibition
- One exhibitor registration, inclusive of the Welcome Reception
- A delegate list supplied one week prior to the conference\*\*
- Half-page advertising space in the Conference Programme Book (artwork to be supplied by the sponsor)\*
- Promotional brochure (maximum four × A4 pages) to be inserted in the satchel (sponsor to supply the material)
- Logo and 100 word profile in the Conference Programme Book\*
- The sponsor can provide a free-standing banner, which will be positioned in a prominent location in the break area (maximum size 2 m high × 1 m wide)

## **Bronze Sponsor £6000**

**Your organization will experience a solid alignment with the conference as a Bronze Sponsor, through opportunities for branding and exposure, prior to, during and after ICCR 2016. Your organization will receive the following entitlements:**

- One conference-delegate registration, inclusive of the Welcome Reception and Conference Dinner
- One exhibition booth (up to 3 × 2 m) located in a prominent position within the exhibition
- Half-page advertising space in the Conference Programme Book (artwork to be supplied by the sponsor)\*
- Promotional brochure (maximum four × A4 pages) to be inserted in the satchel (sponsor to supply the material)
- Logo and 50 word profile in the Conference Programme Book\*

## **Conference Programme Book Sponsor £1500**

**The Conference Programme Book and all general meeting information will include the Scientific and Social Programme. This publication will be a valuable reference tool used by delegates during and after ICCR 2016. The sponsoring organization will receive the following entitlements:**

- Full-page advertising space on the outside back cover of the Conference Programme Book (artwork to be supplied by the sponsor)\*
- Logo printed on the cover of the Conference Programme Book\*
- Logo and 50 word profile in the Conference Programme Book

## **Conference lanyards (exclusive) £1000**

**To gain access to the conference, all delegates are required to wear the official name badge. This is an opportunity to have your organization's logo printed on all lanyards (to be supplied by the sponsor) and gain considerable exposure throughout ICCR 2016. As the sponsor of the lanyard, your organization will receive the following entitlements:**

- Your organization's logo will appear on all lanyards
- Acknowledgement of the sponsor in the Conference Programme Book



## USB stick £1500

All delegates will be supplied with a USB stick loaded with the conference programme and all accepted abstracts. As the sponsor of the USB stick, your organization will receive the following entitlements:

- Your organization's logo printed on the USB stick
- Company information and publicity documentation uploaded to the USB stick
- Acknowledgement of the sponsor in the Conference Programme Book

(The sponsor is to supply USB sticks with the printed organization logo, company information and publicity pre-loaded.)

## Scientific Award Sponsors £1000

The scientific-poster area is an integral part of the conference and will provide a premium branding and marketing opportunity to demonstrate your support of and commitment to continued research and development. It is anticipated that 100 posters will be displayed each day, with prizes awarded at the end of the conference for:

- Best Poster
- Young Investigator Award

As one of the Scientific Award Sponsors, you will receive the following entitlements:

- A free-standing banner (to be provided by the sponsor) positioned in a prominent location at the scientific-poster display (maximum size 2 m high x 1 m wide)
- Acknowledgement of the sponsor in the Conference Programme Book

## Satchel insert £500

Company brochure or flyer (maximum 4 x A4 pages) to be inserted in all delegates' satchels. (The satchel-insert provider is to supply the brochure or flyer.)

## Conference Programme Book advertising

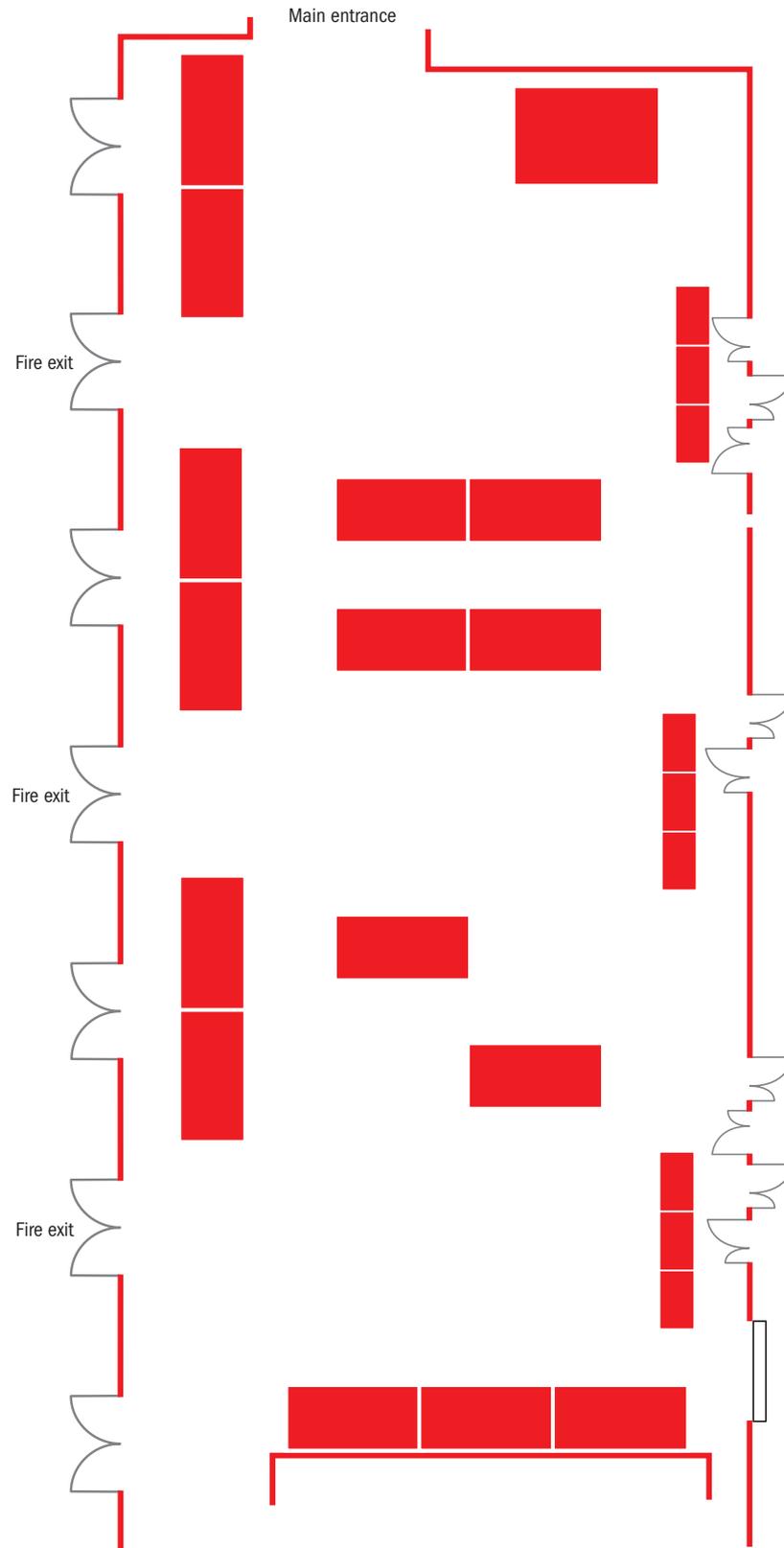
The Conference Programme Book will be a valuable reference tool used by delegates throughout ICCR 2016. The publication will contain full details covering the Scientific Programme, together with exhibition and session details, as well as information covering the social events.

- **Deadline for booking** – 3 March 2016
- **Deadline for artwork** – 6 March 2016

### Publication advertising rates

Full-page mono A4 size	£350
Half-page mono A4 size	£200

Floor plan





## Booking form

### Chris Thomas, Exhibition Manager

IOP Publishing Ltd, Temple Circus, Temple Way,  
Bristol BS1 6HG, UK  
Tel +44 (0) 117 930 1264  
E-mail [chris.thomas@iop.org](mailto:chris.thomas@iop.org)

### Accounts Receivable

University of Oxford, Department of Oncology  
Old Campus Research Building, Roosevelt Drive,  
Oxford OX3 7DQ, UK  
Tel +44 (0) 1865 617021  
E-mail: [recharges@oncology.ox.ac.uk](mailto:recharges@oncology.ox.ac.uk)

### Please note

- IOP Publishing Limited (“IOP”) is acting as sales agent on behalf of the Institute of Cancer Research and the University of Oxford (the “Organizer”), the Organizer of the event. IOP is only providing sales and administration services for bookings for the event on behalf of the Organizer. Your contract for the event is between you and the Organizer, and not with IOP.
- Your booking will not be processed unless all sections below are completed and you have signed, acknowledging and accepting the terms and conditions
- All prices exclude VAT (20%)
- You will be invoiced by the University of Oxford, please refer to the Terms and Conditions

### 1. Sponsorship package

#### Please select

Platinum  £15,000.00      Silver  £9000.00  
Gold  £12,000.00      Bronze  £6000.00  
Other £

### 2. Exhibition stand

#### Please select ONE of the options below, and indicate your stand-number preference

3 × 2 m (6 m<sup>2</sup>) single stand (space and shell scheme)  £3500.00  
We intend to install a custom stand, therefore will not be requiring a shell scheme   
Preferred stand number and second choice (refer to floor plan):

Amount payable £

### 3. Personal and contact details

#### Please write in block capitals

Organization name (for marketing purposes)

Organization name (for invoicing purposes)

Main sponsor/exhibitor contact

Correspondence/billing address

Town

County/state

Country

Postcode/Zip code

Daytime telephone

Fax

E-mail address

### I have read and agree to the booking Terms and Conditions

Authorized by

Date

Signature



## Terms and Conditions

You are advised to read these Terms and Conditions in full prior to submitting an order for exhibition space at an event. These Terms and Conditions apply to all orders for exhibition space at an event, whether submitted by way of an order form or otherwise. Submission of an order is regarded as a firm booking (subject to availability and acceptance by the Organizer) and acceptance of these Terms and Conditions. Cancellation charges will apply to all bookings.

IOP Publishing Limited ("IOP") is acting as sales agent on behalf of the Institute of Cancer Research (the "Organizer"), the Organizer of the event. IOP is only providing sales and administration services for bookings for the event on behalf of the Organizer. Your contract for the event is between you and the Organizer, and not with IOP.

For the purposes of these Terms and Conditions, the term "you" means the person or entity placing the order and any representatives (in any capacity) of such person or entity who attends all or part of an event.

### Status

Any order submitted by you shall be treated as an offer by you, in accordance with these Terms and Conditions, to purchase space at an exhibition event being organised by the Organizer. The order shall only be deemed to be accepted when the Organizer (or IOP on the Organizer's behalf) issues written acceptance of the order, at which point and on which date a contract shall come into existence between you and the Organizer. The contract shall constitute these Terms and Conditions, the relevant exhibition announcement and your order (in such form as accepted in writing by the Organizer (or IOP on the Organizer's behalf)) only, which together constitute the entire agreement between the Organizer and you.

### Access

Your right to access the venue in relation to the event shall be strictly subject to all rules and regulations imposed by the Organizer and/or the relevant venue.

Access times to the venue for the event can be confirmed by the Organizer or IOP on request. You agree to ensure that all of your property, equipment and materials are removed from the venue before the vacation time notified to you by IOP or the Organizer. You agree to ensure that any waste materials produced by you in the course of the event shall be appropriately disposed by you before the vacation time and in an environmentally friendly manner. In the event that you fail to remove from the venue and/or appropriately dispose of all of your property, equipment and materials (whether waste materials or otherwise) prior to the relevant vacation time notified by IOP or the Organizer, then the Organizer shall be entitled to charge you for all costs incurred by the Organizer arising from such failure (including, without limitation, any charges made by the venue and the Organizer's own costs), plus an administration fee of £50. These charges and fee shall be payable immediately following invoice.

Neither the Organizer nor any of its representatives shall be responsible for any loading, unloading, delivery, erection, dismantling or removal of your property, equipment or materials at the venue. You are solely responsible for ensuring that you have properly trained, safe, sufficient and suitable equipment and personnel to unload, deliver, erect, dismantle, remove and load anything which you wish to bring to, have delivered to, or remove from the venue.

You shall be responsible for supplying all equipment necessary for you to stage your exhibition, unless the Organizer has expressly agreed in writing to provide such equipment. In the event that you wish to use or bring any electrical equipment to the venue, you shall ensure that all such equipment has a valid PAT test certificate. The Organizer reserves the right to request sight of all such certificates either in advance of, or at, the event. Any equipment found not to have a valid certificate, or which appears to the Organizer to be unsafe in any way, must be removed from the venue immediately without liability on the part of the Organizer or the venue. You are also required to supply any necessary adaptors for such equipment.

You shall ensure that any equipment you use or bring will not cause any interruption or loss of power to all or part of the venue or any other exhibitor. Details of the maximum power supply for your exhibition are available from IOP or the Organizer on request.

You shall notify the exhibition Organizer as far in advance as possible if you intend to bring any potentially hazardous liquids or materials to the venue, or if you wish to use or bring any heavy equipment. The Organizer may require that a full risk assessment is performed in such event, and reserves the right to refuse access to such liquids, materials or equipment pending such assessment and/or if it believes in its sole discretion that they pose any unacceptable risk or are in breach of any laws, rules or regulations. Such refusal shall be without liability on the part of the Organizer or the venue.

You must provide the Organizer with a list of your attendees at the event at least 10 working days in advance of the start of the event. You shall ensure that all persons attending the event as your representatives in any capacity display at all times whilst at the venue any identification provided by the Organizer, IOP and/or the venue.

The exhibition space may only be occupied and used for the purposes of your business. No sub-letting, transferring, assigning or sharing of exhibition space is permitted without the express prior written consent of the Organizer, which may be withheld or conditioned by the Organizer in its sole discretion.

You shall ensure that you have all necessary licences and authorisations in relation to your exhibition, including (without limitation) any relating to the performance or playing of audio-visual materials. You shall produce all such licences and authorisations promptly on request from the Organizer or IOP. The Organizer shall be entitled to refuse, without liability on its part, to permit any part of an exhibition if it has any reason to believe that such licences and authorisation are not in place or are not valid.

Without prejudice to the other Terms and Conditions, you shall provide such information as the Organizer may require in order to perform its obligations under these Terms and Conditions.

### Materials

You shall ensure that any logos, displays, posters, visual aids, leaflets, handouts or other materials which you display or distribute at the event relate to your business only and are not illegal, defamatory, obscene, offensive, contrary to any rules or regulations of the venue or infringing of any third party rights. You shall indemnify, and keep indemnified, the Organizer and IOP in the event of any breach of this section. The Organizer reserves the right, without liability on its part, to prevent you displaying and/or distributing at the venue anything which the Organizer believes may breach this section.

### Payment

The fees due from you in relation to the event shall be calculated on the basis set out in the relevant exhibition announcement or your accepted order (if different). All fees must be paid in full and in cleared funds within 30 days of the date of invoice. If requested by you, the Organizer may (at its sole discretion) agree to staged payments on the following terms:

1. 10% of the total invoice value is due on booking.
2. A further 40% of the total invoice value is due three months prior to the first day of the event at which you have booked space.
3. The remaining balance of the total invoice value is due six weeks prior to the first day of the event at which you have booked space.

Without prejudice to its other rights and remedies, the Organizer reserves the right to withdraw its agreement to staged payments at any time by written notice to you, in which event the remaining balance shall become due within 14 days of the date of written notice. If you submit your order less than 30 days prior to the first day of the relevant event, then payment of all amounts due must be made in full and in cleared funds prior to attending the event.

The Organizer reserves the right to cancel any order without warning or liability at any time prior to the start of the event if all amounts due have not been paid by the relevant due date. In the event of cancellation by the Organizer for non-payment, this shall be treated as a cancellation by you and the cancellation charges set out in the Cancellation Policy below shall apply.

## Terms and Conditions (continued)

All bookings will be acknowledged and invoiced by the University of Oxford.

Payment can be made by cheque made payable to the University of Oxford and mailed to Christina Woodward, Department of Oncology, University of Oxford, Old Road Campus Research Building, off Roosevelt Drive, Headington, Oxford OX3 7DQ, UK, or by bank transfer (in GBP, Eur or USD).

### VAT

Value Added Tax (VAT) is payable by all exhibitors whether from UK, Mainland Europe or overseas, save where they produce in advance a valid VAT exemption certificate. Charges shown or quoted are exclusive of VAT unless otherwise indicated. Where VAT is applicable it is calculated at the then current standard rate. If the rate is altered as a result of government legislation charges may be adjusted accordingly.

### Cancellation Policy

All cancellations must be given in writing to IOP on behalf of the Organizer. E-mail shall not be sufficient for these purposes.

For any cancellation by you the following cancellation charges shall apply:

- If the written cancellation is received by IOP at least three months prior to the first day of the relevant event, a cancellation charge of 10% of the total invoice value shall be immediately payable
- If the written cancellation is received by IOP less than three months, but at least six weeks, prior to the first day of the relevant event, a cancellation charge of 50% of the total invoice value shall be immediately payable
- If the written cancellation is received by IOP less than six weeks prior to the first day of the relevant event, or you do not attend the event without giving written notice of cancellation, a cancellation charge of 100% of the total invoice value shall be immediately payable

In the event of you breaching these Terms and Conditions or in the event of your bankruptcy, you entering into liquidation, you having a receiver, administrator or trustee appointed over any of your assets or you entering into any composition or compromise with your creditors, the Organizer reserves the right to cancel your order immediately without liability to you. Any such cancellation shall be deemed to be a cancellation by you and the cancellation charges above shall apply.

The Organizer is not under any obligation to resell any exhibition space cancelled by you. However, in the event that the Organizer does resell such space, then the cancellation charge payable by you shall be reduced by the amount the Organizer actually receives from the re-sale of the space. However, notwithstanding the amount the Organizer actually receives, the cancellation charge payable by you shall not be reduced below 10% of the total invoice value, which shall remain payable by you in all circumstances. This 10% charge shall be payable by you to cover the Organizer's administration costs in dealing with your cancellation and reselling the space. The Organizer shall refund the relevant reduction in the cancellation charge within 30 days of the end of the relevant event.

Any payments made by you in cleared funds in relation to the cancelled order prior to the cancellation shall be taken as payment (or part payment as the case may be) of the relevant cancellation charge set out above. In the event that the payments already made by you in cleared funds in relation to the cancelled order exceed the relevant cancellation charge set out above, then the Organizer shall issue a credit note and refund payment to you within 30 days of receipt of your written cancellation.

Any reduction by you of your requirements for the event shall be treated as a cancellation of those requirements, and shall be subject to the cancellation charges set out above in relation to the charges for the requirements cancelled.

You agree that the above cancellation charges are a genuine and reasonable estimate of the costs which will be incurred by the Organizer in administering your booking and cancellation and the loss it would suffer in trying to resell the exhibition space.

### Event Cancellation

The Organizer reserves the right to cancel or postpone any event at any time and at its sole discretion. In the event of a cancellation or you being unable to attend any re-arranged date for the event, the Organizer will refund any payments paid by you in relation to the relevant event and this refund (if any) shall be the full extent of the Organizer's liability to you arising out of such cancellation or postponement. If you have not made any payments in relation to the relevant event, then the Organizer shall have no liability to you arising out of such cancellation or postponement. In the event of cancellation or postponement, the Organizer will use reasonable endeavours to alert those who have booked to exhibit and details of any cancellation or postponement will be posted on the appropriate event website. You are responsible for checking this information prior to the event.

### Changes

The Organizer reserves the right to make alterations to the programme, date and/or venue of an event at any time without prior notice. In exceptional circumstances, the Organizer also reserves the right to relocate or amend your booked exhibition space at any time and for any reason (including, without limitation, due to legal or regulatory requirements, venue rules and regulations or safety requirements). The Organizer shall use reasonable endeavours to ensure that, in the event of relocation, the relocation has been discussed with you and any substitute space is of equivalent size to your originally booked space (subject to availability). The Organizer also reserves the right to amend or reconfigure the exhibition space in the vicinity of your booked exhibition space. All of the Organizer's rights under this section may be exercised without liability on its part.

### Publicity

You agree to provide to the Organizer or IOP promptly on request a profile of your company or organisation (of less than 50 words), the URL to your website and a high resolution version of your logo. You grant the Organizer and IOP a non-exclusive, worldwide, royalty free licence to use such materials for promoting the exhibition and the related event.

### Warranty

The Organizer warrants that it shall use reasonable endeavours to perform its obligations under the contract with reasonable skill and care. Except as expressly set out in these Terms and Conditions, all warranties, conditions and other terms implied by statute or common law are, to the fullest extent permitted by law, excluded from the contract.

### Liability

You and your representatives are required to comply with all the rules and regulations governing the access and use of the applicable venue. The Organizer reserves the right, in its sole discretion and without liability, to require the removal of any of your representatives who fail to comply with such rules and regulations or commit any breach of these Terms and Conditions.

You are fully responsible for the health and safety of your representatives attending the event and neither the Organizer nor IOP shall be liable for any death or personal injury suffered by any of them during the event (subject to the other Terms and Conditions set out here).

You must insure and keep insured any property or equipment that you or any of your representatives bring to the venue, and any such property and equipment is brought to, and left, at the venue at your risk. Neither the Organizer nor IOP shall in any circumstances assume any liability for such property or equipment.

SUBJECT TO THE OTHER PROVISIONS OF THIS SECTION (LIABILITY), THE ORGANIZER SHALL ONLY BE LIABLE TO YOU AND YOUR REPRESENTATIVES FOR PROVEN DIRECT LOSSES SUFFERED DUE TO THE NEGLIGENT ACTS OR OMISSIONS OF THE ORGANIZER AND THE ORGANIZER'S LIABILITY FOR THESE PROVEN DIRECT LOSSES IN RELATION TO EACH EVENT IS LIMITED IN TOTAL TO THE AMOUNT ACTUALLY PAID BY YOU TO THE ORGANIZER (OR A THIRD PARTY ON THEIR BEHALF) FOR THE RELEVANT EVENT. THE ORGANIZER EXPRESSLY EXCLUDES ANY LIABILITY FOR ANY PROPERTY DAMAGE OR LOSS INCURRED AT ANY TIME IN RELATION TO THE EVENT. THE ORGANIZER SHALL NOT BE LIABLE (WHETHER SUCH LIABILITY ARISES DUE TO NEGLIGENCE, BREACH OF CONTRACT, MISREPRESENTATION,

## Terms and Conditions (continued)

OR OTHERWISE) FOR ANY DIRECT LOSSES OR DAMAGES WHICH IT HAS NOT EXPRESSLY ASSUMED LIABILITY FOR IN THESE TERMS AND CONDITIONS OR FOR ANY INDIRECT OR CONSEQUENTIAL LOSSES OR DAMAGES, IN EACH CASE, EVEN IF SUCH LOSS WAS REASONABLY FORESEEABLE OR IOP OR THE ORGANIZER HAD BEEN ADVISED OF THE POSSIBILITY OF YOU INCURRING THE SAME. IN ADDITION, THE ORGANIZER SHALL NOT BE LIABLE (WHETHER SUCH LIABILITY ARISES DUE TO NEGLIGENCE, BREACH OF CONTRACT, MISREPRESENTATION, OR OTHERWISE) FOR ANY CLAIMS FOR LOSS OF USE, PROFIT, BUSINESS OR DATA OR FOR DAMAGE OR LOSS SUFFERED BY YOU AS A RESULT OF AN ACTION BROUGHT BY A THIRD PARTY, IN EACH CASE WHETHER DIRECT, INDIRECT OR CONSEQUENTIAL AND EVEN IF SUCH LOSS WAS REASONABLY FORESEEABLE OR IOP OR THE ORGANIZER HAD BEEN ADVISED OF THE POSSIBILITY OF YOU INCURRING THE SAME.

AS YOUR CONTRACT IS WITH THE ORGANIZER ONLY, IOP DOES NOT ASSUME ANY RESPONSIBILITY OR LIABILITY TO YOU IN RELATION TO THE EVENT OR THE ORGANIZER, AND MAKES NO REPRESENTATIONS OR WARRANTIES (EXPRESS OR IMPLIED) ABOUT THE SUITABILITY OR QUALITY OF THE EVENT.

NOTHING IN THESE TERMS AND CONDITIONS IS INTENDED TO LIMIT OR EXCLUDE ANY LIABILITY WHICH THE ORGANIZER OR IOP ARE NOT ABLE TO LIMIT OR EXCLUDE BY LAW INCLUDING, BUT NOT LIMITED TO, LIABILITY FOR ANY FRAUDULENT MISREPRESENTATION AND/OR FOR ANY DEATH OR PERSONAL INJURY CAUSED BY THEIR NEGLIGENCE.

YOU SHALL INDEMNIFY EACH OF THE ORGANIZER AND IOP, AND KEEP EACH OF THE ORGANIZER AND IOP INDEMNIFIED, FOR ANY COSTS, LOSSES, OR DAMAGES THAT THE ORGANIZER AND/OR IOP SUFFERS, INCURS OR PAYS TO THE VENUE, ACCOMMODATION OR ANY OTHER SUPPLIER CONNECTED TO THE EVENT ARISING FROM OR CONNECTED TO: (I) ANY BREACH BY YOU OR YOUR REPRESENTATIVES OF ANY RELEVANT RULES AND REGULATIONS RELATING TO THE VENUE OR THE EVENT; (II) ANY DAMAGE DONE TO THAT VENUE OR ANY EQUIPMENT THEREON (WHETHER PROVIDED BY THE ORGANIZER, IOP, THE VENUE OR OTHERWISE) BY YOU OR YOUR REPRESENTATIVES, INCLUDING, BUT NOT LIMITED TO, ANY EQUIPMENT PROVIDED FOR THE EVENT; AND (III) ANY INJURY SUFFERED BY ANY PERSON, ANIMAL OR ITEM CAUSED BY OR IN CONSEQUENCE OF ANY ACT OR OMISSION OF YOU OR YOUR REPRESENTATIVES.

YOU MUST PUT IN PLACE APPROPRIATE INSURANCE TO COVER ANY COSTS, LIABILITIES OR OTHER LOSSES THAT YOU MAY SUFFER OR INCUR ARISING OUT OF THESE TERMS AND CONDITIONS (INCLUDING, WITHOUT LIMITATION, THE INDEMNITY ABOVE), ANY CANCELLATION OF ANY EVENT FOR ANY REASON, ANY DAMAGE OR LOSS TO YOUR (OR YOUR REPRESENTATIVE'S) PROPERTY OR YOUR INABILITY TO ATTEND THE EVENT FOR ANY REASON (INCLUDING ANY REASON BEYOND YOUR CONTROL). THE APPROPRIATE INSURANCE WHICH YOU MUST PUT IN PLACE MUST INCLUDE, BUT IS NOT LIMITED TO, PUBLIC LIABILITY INSURANCE WITH A LIABILITY LIMIT OF AT LEAST £5,000,000 (FIVE MILLION) PER EVENT. YOU ACKNOWLEDGE THAT NEITHER IOP NOR THE ORGANIZER SHALL BE LIABLE FOR ANY COSTS OR LOSSES ARISING DUE TO SUCH CANCELLATION OR INABILITY TO ATTEND, SAVE TO THE EXTENT EXPRESSLY SET OUT IN THESE TERMS AND CONDITIONS, AND THEREFORE IT IS YOUR RESPONSIBILITY TO ENSURE YOU HAVE APPROPRIATE INSURANCE. YOU SHALL PRODUCE COPIES OF SUCH INSURANCES TO THE ORGANIZER OR IOP PROMPTLY ON REQUEST.

Notwithstanding that your contract is with the Organizer, IOP shall be entitled to the benefit of, and enforce, the provisions of this section (liability) and the sections headed 'Materials' and 'Publicity' as if it were a party to these Terms and Conditions.

### Data Protection

The information given to IOP by you will be held by IOP on behalf of the Organizer and recorded in the Organizer's databases and may be used for marketing, administration and promotional purposes.

The Organizer may also share this information with IOP and the University of Oxford in order to allow them to administer your booking on the Organizer's behalf, and with IOP, the University of Oxford, its event sponsors and its group companies in order for them to contact you about other products and services which may be of interest to you. The Organizer may

also share this information with providers of services relating to the event (e.g. venues and hotels) for purposes of fulfilling your booking. These providers, group companies and sponsors may not be located in the European Economic Area, and you expressly agree to the transfer of your information to these persons.

The Organizer is the data controller in relation to your information which is provided to IOP by the delegates, and IOP acts as data processor on the Organizer's behalf and instruction. Save for IOP or the University of Oxford whilst acting as data processor for the Organizer, the Organizer is not responsible for the acts or omissions of any third party to whom it is entitled to pass your information under this section (Data Protection).

Unless the Organizer receives an explicit written request in advance from you confirming that you do not want to share your contact information, a list of all exhibitors and e-mail addresses may be included in the delegate packs.

In addition, you acknowledge that the Organizer and/or its representatives and/or any delegate and/or attendee at the event may take photographs and/or video footage of all or part of it. The Organizer and IOP may then include any of these photographs and/or video footage on any of its websites and/or other promotional materials, at its discretion; unless it receives an explicit written request from you confirming that you do not want the Organizer and IOP to use any images identifying you.

### General

These Terms and Conditions apply to your order to the exclusion of any other terms that you seek to impose or incorporate, or which are implied by trade, custom, practice or course of dealing. You acknowledge that you have not relied on any statement, promise or representation made or given by or on behalf of the Organizer or IOP which is not set out in the contract.

Nothing in the contract is intended to, or shall be deemed to, constitute a partnership or joint venture of any kind between the parties, nor constitute either party the agent of the other party for any purpose. No party shall have authority to act as agent for, or to bind, the other party in any way.

Save as expressly stated above, a person who is not a party to the contract shall not have any rights under or in connection with it.

Any variation, including the introduction of any additional Terms and Conditions, to the contract, shall only be binding when agreed in writing and signed by a duly authorised representative of the Organizer.

If a court or any other competent authority finds that any provision of the contract (or part of any provision) is invalid, illegal or unenforceable, that provision or part-provision shall, to the extent required, be deemed deleted, and the validity and enforceability of the other provisions of the contract shall not be affected.

A waiver of any right under the contract is only effective if it is in writing and shall not be deemed to be a waiver of any subsequent breach or default. No failure or delay by a party in exercising any right or remedy under the contract or by law shall constitute a waiver of that or any other right or remedy, nor preclude or restrict its further exercise. No single or partial exercise of such right or remedy shall preclude or restrict the further exercise of that or any other right or remedy.

### Governing Law

These Terms and Conditions are governed by English Law and the Courts of England and Wales shall have exclusive jurisdiction to determine any disputes which may arise under them.