1. Scope
(1) These General Terms and Conditions of Events apply to events that are held by Fraunhofer-Gesellschaft zur Förderung der angewandten Forschung e.V., Hansastrasse 27 c, 80806 München, court of registration: Local Court of Munich, Register of Associations No. VR 446, and/or its institutes or research units (hereinafter "Fraunhofer"). If it is closely related to Fraunhofer’s claim within the same reciprocal contractual relationship to which both Participant and Fraunhofer are party.
(2) Institutes and research units of Fraunhofer are legally dependent institutions of Fraunhofer. The events of an institute or research unit are therefore deemed to constitute Fraunhofer events and are governed by these General Terms and Conditions of Events therefore exist for and against Fraunhofer. Declarations made by a Fraunhofer institute or research unit are attributable to Fraunhofer. However, the point of contact for events of an institute is that institute itself ("Organizer").
(3) These General Terms and Conditions of Events and Conditions of Events apply to the mere making available of space, facilities, or other premises—whether in return for payment or free of charge—to third parties for a limited term (e.g. event space) so that the third parties can hold an event.
(4) These General Terms and Conditions of Events apply on an exclusive basis unless expressly provided otherwise hereinafter. Terms and conditions of Participation and Fee Policy of Events, the safety guidelines and the relevant house rules that apply at the event venue must be observed.

2. Subject of the contract
(1) The subject of these General Terms and Conditions of Events and Conditions of Events is the participation of an event by Participant, the holding of the event, and the provision by Organizer of services, if any, to accompany the event.
(2) The content, schedule, and other information concerning an event are set out in the relevant event description (see Sec. 5).

3. Registration; conclusion of contract; on-site registration
(1) Registration for an event can take place via websites used for this purpose by Fraunhofer or Organizer or via registration forms that are provided.
(2) Unless otherwise specified in the individual case, Participant, by filling out and submitting the registration form provided, issues an offer to participate in the contract regarding participation in the event coming into effect when this offer is accepted by Organizer. Acceptance takes place via confirmation of registration, which is transmitted by email or mail.
(3) In the case of online registration, Participant will receive an email confirmation that his/her registration has been received. This email does not constitute acceptance within the meaning of paragraph 2 above.
(4) Participants are required to bring the registration confirmation with them to the event and may be required to show it. There is no guarantee that Participant will be able to participate without showing the registration confirmation. Participants who wish to use a discount may be required to show proof of their status at the venue.
(5) A registration confirmation is binding in principle and entitles Participant to participate in the event in question. There is no claim to participation in certain parts of the program unless these have been expressly booked in advance. Participation in particular parts of the program open only to a limited number of participants. Moreover, in the case of free participation in events open to a limited number of participants, Fraunhofer reserves the right to refuse access to the event on site—including for certain times only and/or for certain parts of the event—for safety reasons as required by the venue or the maximum occupancy. Fraunhofer will provide advance notice of any such non-binding participation wherever possible.
(6) At some events, on-site registration is required in order to enter the event. Name badges and other visual means of identity may be issued for access. This ensures that access to the event is limited to Participants and other authorized persons. Name badges and other means of identification must not be shared with third parties.

4. Contract information
You can store and print out these General Terms and Conditions of Events. We store the text of the contract (contract information and terms and conditions of participation). For your contract information (event booked; Participant, participation fee, if any), please see your registration confirmation. Your contract information is not available online.

5. Event description
(1) The content, schedule, and other information concerning an event are set out in the relevant event description provided by Organizer.
(2) The right to make changes in the program schedule and/or content for good reason is reserved. Organizer will make every effort to communicate any changes in advance by email or on the relevant official event or institute website.
(3) If a supporting program is offered for Participants in addition to the actual event program, this supporting program is provided by a third party unless otherwise agreed. In this case, the legal relationship is one between Participant and the third party as far as the supporting program is concerned. Fraunhofer is not a party to that contract.

6. Participation fee; due date, price reduction
(1) In the case of events for which a fee is charged, Participant is obligated to pay the agreed participation fee. The amount of this participation fee is stated in the event description.
(2) The participation fee must be paid in advance in accordance with the payment options stated. The participation fee must be paid no later than within 14 days after receipt of the invoice, to the account stated in the invoice. The date when payment is received in Organizer’s account is the date determining whether payment is remitted on time.
(3) The participation fee is deemed to fully settle and discharge all claims to payment for participation in the event program, including any meals or refreshments offered. Participants are responsible for their own travel and accommodation costs.

7. Right of withdrawal
If you are a consumer, you have a statutory right of withdrawal; information on this right is provided in this section. “Consumer” means every natural person who enters into a legal transaction for purposes that predominantly are outside his or her trade, business or profession (Sec. 13 of the German Civil Code (BGB)).

Withdrawal Policy
You have the right to withdraw from this contract within 14 days without giving any reason. The withdrawal period will expire after 14 days from the day of the conclusion of the contract.

To exercise the right of withdrawal, you must inform us
Fraunhofer Institute for Manufacturing Engineering and Automation IPA
Nobelstr. 12
70569 Stuttgart
info@ipa.fraunhofer.de
of your decision to withdraw from this contract by an unequivocal statement (e.g. a letter sent by post, fax or e-mail). You may use the attached sample withdrawal form, but it is not obligatory.

To meet the withdrawal deadline, it is sufficient for you to send your communication concerning your exercise of the right of withdrawal before the withdrawal period has expired.

Effects of withdrawal
If you withdraw from this contract, we shall reimburse to you all payments received from you, including the costs of delivery (with the exception of the supplementary costs resulting from your choice of a type of delivery other than the least expensive type of standard delivery offered by us), without undue delay and in any event not later than 14 days from the day on which we are informed about your decision to withdraw from this contract. We will carry out such reimbursement using the same means of payment as you used for the initial transaction unless you have expressly agreed otherwise; in any event, you will not incur any fees as a result of such reimbursement.

If you requested to begin the performance of services during the withdrawal period, you shall pay us an amount that is in proportion to what was provided until you notified us of your withdrawal from this contract, in comparison with the full coverage of the contract.

Sample withdrawal form
(Complete and return this form only if you wish to withdraw from the contract.)
To
Fraunhofer Institute for Manufacturing Engineering and Automation IPA
Nobelstr. 12
70569 Stuttgart
info@ipa.fraunhofer.de

- I/we (*) hereby give notice that I/we (*) withdraw from my/our (*) contract of
- (*I/We) withdrawal form
- Name of the consumer(s) (only if this form is submitted on paper)
- Address of the consumer(s)
- Signature of the consumer(s)

- Date
- (*)Delete as appropriate.

End of the withdrawal policy

8. Cancellation by Participant; designation of a representative
(1) No contractual right of rescission or cancellation on the part of Participant is agreed.
(2) If Participant is unable to attend the event for any reason, the participation fee is due and payable nonetheless, and payments that have already been made will not be refunded. This applies even if Participant cancels his or her participation before the event starts.
(3) Notwithstanding the provisions of paragraph 2 above, Organizer may provide for full or partial refunds of the participation fee. Further information on this is set out in the relevant event description.
(4) If refunding of participation fees is provided for, but no specifics are set forth, the following rules apply:
   a. 100 percent refund for cancellations up to four months before the start of the event
   b. 75 percent refund for cancellations up to two months before the start of the event
   c. 50 percent refund for cancellations up to one month before the start of the event
d. No refund for cancellations less than one month before the start of the event.
(5) Notices of non-participation must be sent to Organizer in text form (e.g., letter, fax, email). The postmark date or, in the case of faxes or emails, the date sent, is the date determining when the notice was transmitted.
(6) Unless otherwise agreed, refunds will be processed within two months after the end of the event and will be credited using the payment method used for the registration process. Participant is responsible for any bank transaction fees charged for a refund.
(7) If Participant is unable to attend the event, he or she is entitled to designate a substitute to attend in his or her place. The substitute must be designated to Organizer by name. To this end, the information required for registration must be transmitted to Organizer in text form.

9. Cancellation by Organizer; resiliation by Organizer
(1) Organizer reserves the right to cancel or discontinue the event for good cause pursuant to the provisions below. Good cause is deemed to exist if upon consideration of all circumstances of the individual case and upon weighing the interests of both parties, Organizer cannot reasonably be expected to hold the event. In particular, good cause is deemed to exist if there is a credible risk of terrorist attacks, natural disasters, force majeure (e.g., acts of war, strike, epidemic, disruptions of operations), or in the event of the absence, illness, or death of a speaker or other persons who are essential to the content and implementation of the event program.
(2) If the event is cancelled pursuant to paragraph 1 above, the obligation to pay a participation fee ceases to apply. Participant may demand a refund for payments already made. If the event is aborted, only a prorated refund will be provided. Participant has no other claims due to the event being cancelled or aborted unless Organizer is responsible for the reason for the cancellation or premature termination.
(3) If the number of registrations for the event is so low that holding the event is not reasonable for Organizer in economic terms upon consideration of the event format and its planned overall parameters (e.g. event venue; meals and other refreshments; number of speakers), Organizer is entitled to declare its withdrawal from the event and cancel it.

10. Right to make and enforce house rules; no smoking
(1) The house rules of the specific event venue apply for purposes of documentation, for reporting during and after the event, for post-event promotion, and for announcing future events. Organizer is entitled to depict the photos and recordings to third parties (also including the press, for example) for the stated purposes and to publish them on media platforms (e.g., Facebook, Instagram and Organizer’s own website).
(2) Organizer shall take care to ensure that the personal rights of a Participant are not violated when photos, video/audio recordings are used.
(3) Participant is not permitted to take photos or make video/audio recordings and use them except for personal purposes. Participant is not permitted to make any commercial use of the image and/or video/audio material except with Organizer’s prior written consent.

12. Telecommunication connections; Internet access
(1) Organizer is not obligated to provide Internet connections (Wi-Fi, LAN) as part of an event.
(2) If Internet connections are offered at the event venue as an exception, the terms and conditions governing Internet access at the venue apply.

13. Advertising and sales activities
(1) Participants are not permitted to engage in any kind of advertising or to offer or sell goods or services at the event venue or the associated grounds except with Organizer’s prior written consent.
(2) Participants themselves are responsible for the information they provide regarding the event (e.g., on the Internet) and are not deemed to be acting on Organizer’s behalf in this regard.

14. Sponsoring
(1) Notwithstanding the provisions of Sec. 13 (1) above, Participants who are involved in the event through financial support or support in kind (sponsors) are entitled to designate themselves as event sponsors. Details are set forth in an agreement between Organizer and the sponsor, which must be concluded separately.
(2) Participants, and especially sponsors, are not permitted to designate themselves as sponsors, supporters, or the like of Fraunhofer or any of its institutes.
(3) Organizer and sponsors are obligated to show consideration for each other’s legitimate interests. This continues to apply after the end of an event.

16. Event materials; copyright and rights of use
(1) Organizer is entitled to hand out contributions that have been submitted as part of the event to Participants, make them publicly accessible on the event website, and publish and disseminate them in the conference proceedings of the event.