

## REGISTRATION FORM INDUSTRY OFFICERS CONFERENCE

I hereby submit the following registration form to register the persons listed below as Participants of the **INDUSTRY OFFICERS CONFERENCE (KOP 2020)**

Name of the entity submitting the registration form: .....

Name and surname of the person submitting the registration form: .....

Contact details of the person submitting the registration form (phone number, e-mail address):  
.....

List of the Participants to be registered (Name and Surname, Position, Telephone number, E-mail address)<sup>1</sup>:

1) .....

2) .....

3) .....

Please issue an invoice for:

Company Name:.....

Address:.....

NIP (tax identification number)/VAT EU:.....

Please send the completed registration form to the e-mail address: [info@kop.tech](mailto:info@kop.tech)  
Our sales department will contact you to confirm the receipt of the registration form. Thank you!

.....  
Date and signature of the person submitting  
the registration form  
(by sending the signed registration form you  
agree to the Terms and Conditions)

.....  
Company stamp

*I hereby confirm that I have read the Terms and Conditions and the information regarding the processing of personal data, including the Organizer's Privacy Policy. I also confirm that the persons covered by this registration form have been informed of this fact and have read the information arising from the Terms and Conditions and the Organizer's [Privacy Policy](#).*

<sup>1</sup>The person applying for the registration of a participant is required to present the Terms and Conditions and the Organizer's Privacy Policy to the participants they are registering, as well as to enable the Organizer to contact the Participants and provide information about the event, including training materials.

## TERMS AND CONDITIONS OF THE INDUSTRY OFFICERS CONFERENCE

### 1. General provisions

a) The organizer of the event Conference of Industry Officers (KOP 2020) ("**Conference**") is SEAM GROUP EUROPE Spółka z ograniczoną odpowiedzialnością (limited liability company) with its registered office in Warsaw (00-193), ul. Stawki 2, Tax Identification Number (NIP/VAT EU): PL9512368771, registered in the Register of Entrepreneurs of the National Court Register (KRS) maintained by the District Court for the capital city of Warsaw, 13th Commercial Division of the KRS under number: 469907, hereinafter referred to as the Organizer.

b) The person/entity submitting the registration form for participants (the "**Ordering Party**") and participants are required to read these Terms and Conditions.

### 2. Application

a) The registration form for the Conference shall be submitted to the Organizer via e-mail to the following address: [info@kop.tech](mailto:info@kop.tech).

b) The registration form applicable to the Conference (KOP 2020) shall be used for such purpose.

c) These Terms and Conditions are binding on the parties from the date of acceptance of the registration form by the Organizer.

### 3. Application confirmation and payment

a) Acceptance of the registration form must be confirmed by the Organizer. The Organizer shall forward the confirmation of the registration to the Ordering Party via e-mail within 5 (five) business days.

b) Upon the receipt of the confirmation, the Ordering Party is required to make the payment of the amount indicated by the Organizer into the bank account indicated on the invoice.

c) Participation in the Conference may be cancelled in writing at least 30 days before the Conference. If the respective registration for the Conference has not been cancelled in writing at least 30 days before the Conference, even if the given registered participants have not participated in the Conference, the participation costs will be charged in full in accordance with the issued invoice.

d) Failure to make the payment will not be interpreted as resignation from participation in the Conference.

e) In place of a registered participant, another employee of the Ordering Party may participate in the Conference (the Ordering Party must inform the Organizer at least 7 (seven) days before the Conference).

f) The Organizer reserves the right to make changes in the Conference program.

g) The Ordering Party declares that it is a VAT payer and authorizes the Organizer to issue a VAT invoice without the signature of the Ordering Party.

h) The participation fee includes: participation in all lectures, coffee breaks, lunches, participation in the Gala, Conference materials, hotel accommodation and a certificate of participation in the Conference.

i) Photographic and video recordings will be made during the Conference. The Organizer will make every effort to ensure that the image of people photographed or video recorded is only an element of a larger background, so as not to violate the privacy of the Conference participants.

### 4. Personal data protection

a) The personal data administrator shall be the Organizer.

b) Personal data provided in the registration form will be processed for the purpose of organizing, conducting and settling of the Conference. Personal data processed in connection with photographic and video recordings during the Conference will be processed on the basis of the legitimate interest of the Administrator in the form of promotion of the Conference in connection with Article 81 section 2 point 2 of the Act on Copyright and Related Rights (Journal of Laws of 2019, item 1231) and based on the consent of person being the data subject in relevant cases. In addition, the personal data provided will be processed for marketing purposes based on the administrator's legitimate interest.

c) In connection with the processing of personal data, we inform you that the person whose data is being processed has the right to request the administrator to access the personal data, rectify it, delete it, limit processing and transfer of data. The person whose data is being processed has also the right to submit a complaint to the President of the Office for Personal Data Protection.

d) In addition, the person whose data is being processed, has the right to object to the processing of their personal data for direct marketing purposes based on the so-called legitimate interest of the administrator.

e) Providing the data is voluntary and necessary to conclude and perform the training contract consisting in organizing and carrying out the Conference. The Organizer stores personal data for the purposes of performing such contract for the period of limitations for claims related to the contract or service provided. The Organizer shares personal data with its employees and consultants as part of the projects and services carried out for the partners of the Organizer.

More information regarding processing of personal data may be found in the Organizer's [Privacy Policy](#).

### 5. Final provisions

a) In matters not covered by these Terms and Conditions, Polish law shall apply, in particular the Civil Code and the act on consumer rights.

b) Any disputes arising from applications and contracts concluded on the basis of these Terms and Conditions shall be settled by the court competent for the registered office of the Organizer.