

IPG International

Autumn Conference – Athens 2010 Registration Terms and Conditions

Please note that ALL bookings should be made via the organisers (Papakyriacou & Partners Ltd). All details can be found on the registration forms. The conference has been thoroughly prepared and there will be no involvement by the Secretariat thereafter.

The organisers (Papakyriacou & Partners Ltd) will not be held responsible for any costs incurred to delegates as a result of cancellation or curtailment.

It is the responsibility of the delegates to ensure they receive the best exchange rate and that the conference organisers receive the full amount in Euro (EUR). Delegates that have not paid the full amount will not be entitled to their booking. Payments: Please pay the Grand Total amount indicated on your booking form and make sure that all items selected are included in the Grand Total. Candidates opting for Golf Tournament have to complete and submit the "Golf Tournament Booking Form". Please pay particular attention, how and when to pay for Golf Tournament fees and expenses. Payment information is included on the booking form.

It is the responsibility of the delegate to ensure that the organisers (Papakyriacou & Partners Ltd) have received all bookings and payments before the closing date (14th of September 2010 the latest). The organisers (Papakyriacou & Partners Ltd) will endeavour to confirm receipt of booking forms within 7 days. If the organizers have not responded via phone, fax or email within this time, the delegates should contact the organizers. The hotel and IPG conference organisers will release all the special IPG package non-booked rooms after this date. We will not be able to guarantee any further rooms for members who book later than the closing date.

For administrative reasons, there are no discounts if delegates attend only part of the outlined program.

It is the responsibility of the delegates to arrange their own transfers to and from the airport. Information about traveling from and to airport is included in the information provided to you.

All optional visits MUST be pre-booked.

The buses will run to schedule and will not delay. Any missed transfers will be considered that delegates are wishing to arrange their own transfers.

Additional room costs, such as room service, mini bar and parking must be settled with the Hotel before check-out.

Cancellation policy and fees:

Cancellations up to 20th September will incur a 50% cancellation fee plus basic fees.

Cancellations after 20th September will mean no refund.