GENERAL TERMS AND CONDITIONS

DEFINITIONS

North American Veterinary Dermatology Association is the official host of the Forum and hereafter referred to as “Organizer”.

Global Planning Solutions has been contracted by the Organizer and is responsible for registration and housing, and forum management service and hereafter referred to as Forum Secretariat.

The General Terms and Conditions are valid for each attendee registered for the North American Veterinary Dermatology Forum taking place March 21 – March 25, 2027 (hereafter referred to as Forum). Any person registered for the Forum is considered an attendee. Also referred to as ‘delegate’, or ‘participant’.

The official Forum language is English.

FORUM REGISTRATION

Registration Deadlines

- Early Bird Registration ends on January 30, 2027 – 11:59 PM Pacific Time
- Standard Registration ends March 25, 2027 – 11:59 PM Pacific Time

All registration fees are in US Dollars. The registration fee for full registration includes admission to all Scientific Sessions, Welcome Reception, and entry into the Exhibition Hall.

Delegates must complete the registration process accurately and provide all required information. Inaccurate or incomplete registrations may be rejected.

If the maximum delegate capacity is reached, the Organizer reserves the right to close the registration site early. A waitlist may be offered.

To be eligible to register for the Forum, attendees must be at least 18 years old.

PAYMENT TERMS

An invoice/receipt will be emailed to attendees following confirmation of registration.

Payment of the Forum registration is due in full at the time of registration or as otherwise indicated on the invoice.

All fees are payable prior to commencement of the Forum to guarantee admission. Failure to make the payment may result in the cancellation of the registration.

The registration fee is based on the date of the receipt of the completed online registration as well as full payment in accordance with the registration deadlines outlined above. Should a deadline be missed, the next applicable fee will be charged automatically. Registrations are not confirmed until payment is received in full.

All registration fees must be paid by debit/credit card or bank transfer.

Any bank charges incurred including (credit card chargebacks for challenged registrations) must be paid by the sender and not the Organizer or the Forum Secretariat.

All transactions will appear on the credit card statement as a payment to Global Planning Solutions.

REGISTRATION CANCELLATION

The Organizer has implemented a cancellation policy to limit the inconvenience caused by delegates' non-attendance, cancellation, or early departure, without reasonable notice, while recognizing that delegates may be unable to cancel within a reasonable time due to circumstances beyond their control.

Delegates who need to cancel their attendance at the Forum are to notify the Forum Secretariat by email to navdf-registration@globalplanning.com as soon as possible.

Cancellations are permitted until Friday, February 5, 2027. A full refund less a USD 50 administration fee will be issued to the method of payment used upon registration.

Delegates wishing to cancel after Friday, February 5, 2027, will not be eligible for a refund, however, transfer of the registration to another delegate is acceptable. An administration fee of USD 35 will be charged for every name change to an existing registration. Attendees wishing to transfer their registration to another person, must contact the Forum Secretariat by email to navdf-registration@globalplanning.com and provide contact details for the replacement.

Upon cancellation, the Organizer may reallocate the attendee's place.

CANCELLATION OF TICKETED FUNCTIONS

Round Tables, a Guest Welcome Reception ticket, and any other optional paid items selected during registration are subject to their own registration and cancellation deadlines, as indicated for each item at the time of booking.

Cancellations of a Forum Ticket received before its applicable deadline will be refunded in full, less a USD 15 administrative fee per item. Cancellations received after the applicable deadline are non-refundable, as the Organizer will have already committed costs on the Attendee's behalf.

Attendees wishing to **exchange** one Forum Ticket for another (e.g. switching from one workshop to another) may do so free of the administrative fee, provided the request is made before the applicable deadline for both items and is subject to availability. Where the replacement item carries a higher fee, the Attendee must pay the difference. Where the replacement item carries a lower fee, the difference will not be refunded.

Forum Tickets may be transferred to another registered Attendee up to ten (10) days prior to the Forum at no charge, by notifying the Forum Secretariat by email to navdf-registration@globalplanning.com.

If a Forum Ticket item is cancelled or becomes unavailable due to insufficient numbers or circumstances beyond the Organizer's control, affected Attendees will be offered a full refund for that item or, where possible, transfer to a comparable alternative.

CANCELLATION OF THE FORUM

If the Forum cannot be held or is postponed due to forum beyond the control of the Organizer (force majeure) or due to events which are not attributable to wrongful intent or gross negligence of the Organizer, the Organizer cannot be held liable by delegates for any costs or losses incurred. Under these circumstances, the Organizer reserves the right to either retain the entire registration fee and to use it for a future Forum, or to reimburse the attendee after deducting costs already incurred for the organization of the Forum and which could not be recovered from third parties.

ACCOMMODATION

The Organizer has secured a preferred room rate for delegates available through the registration portal. This rate is guaranteed until February 18, 2027, or until the room block is sold out, whichever occurs first. Delegates are encouraged to book early, as space is limited. After the cut-off date, rooms and rates will be subject to hotel availability and cannot be guaranteed at the Forum rate.

A hotel booking confirmation email will be sent closer to the forum date with hotel details and confirmation number.

A valid credit card is required as a guarantee upon booking. Payment will be made at the hotel.

ENTRY TO THE FORUM

Attendees are required to check in and collect a name badge prior to attending their first session.
Name badges must be always worn while at the Forum. If a name badge is lost, a USD 35 re-printing fee will apply.

PHOTOGRAPHY AND FILMING PERMISSION

By attending the Forum, attendees acknowledge that photography, audio recording, and video recording may occur.

Attendees grant the Organizer and their Sponsors/Partners a non-exclusive, royalty-free right to use and reproduce photographs, video footage, audio recordings, and likenesses captured during the Forum for promotional, marketing, archival, and reporting purposes in any media worldwide.

INTELLECTUAL PROPERTY AND RECORDING RESTRICTIONS

All Forum materials, presentations, recordings, trademarks, branding, and content remain the intellectual property of the Organizer or respective presenters. Attendees may not reproduce, distribute, record, or commercially exploit Forum content without prior written permission.

Attendees must not record sessions, presentations, or discussions without prior written consent from the Organizer.

LIABILITY

The Organizer is not liable for any loss, injury, or damage sustained by participants during the Forum, unless caused by gross negligence or wilful misconduct on the part of the Organizer.

CODE OF CONDUCT / RIGHT TO REMOVE ATTENDEES

Delegates are expected to treat others with respect and behave in a manner that promotes a safe and inclusive environment. Any violation of this conduct may result in immediate disqualification or removal from the Forum and possibly restriction from future forums.

The Organizer reserves the right to refuse admission to, or remove from, the Forum any attendee whose behaviour is deemed disruptive, unsafe, discriminatory, abusive, intoxicated, or otherwise inappropriate, without refund.

DATA PROTECTION AND GDPR COMPLIANCE

Personal Data means any information relating to an identified or identifiable individual.

The Forum Secretariat is committed to protecting the privacy of all Personal Data you provide for this Forum. The following statements describe what we are doing with your data, and how long we store it so you are fully informed before submitting your personal information.

The Forum Secretariat collects various types of Personal Data directly from you when you use or register for services it manages on behalf of the Organizer. The specific Personal Data collected during this process varies depending on the requirements of the Organizer.

The Forum Secretariat asks for your Personal Data to facilitate your registration for this Forum and to be able to do the following (as applicable):
- Create your member or forum account.
- Manage forum registration.
- Provide access to mobile forum apps.
- Book hotel accommodations.
- Review and approve abstract submissions.
- Communicate information via email.
- Acknowledge and respond to contact requests.
- Share information with emergency services or hospitals if you cannot do so yourself.

To comply with different privacy laws worldwide, specifically with GDPR in the EU and the UK DPA, the Forum Secretariat is required to provide a legal basis for the processing of your Personal Data. The Forum Secretariat will not process your Personal Data unless it has a legal justification to do so. Your Personal Data will only be processed if:

- The Forum Secretariat has obtained your explicit consent prior to processing your Personal Data.
- The Forum Secretariat needs your Personal Data to fulfil a contractual obligation.
- The Forum Secretariat needs your Personal Data to fulfill our legal and regulatory obligations.
- The Forum Secretariat has a legitimate interest that will not put your rights and freedoms at risk.
- The Forum Secretariat needs to use your Personal Data to protect your vital interests, for example, during a medical emergency.

The Forum Secretariat will only disclose your Personal Data to the following parties under specific circumstances:

- To Global Planning Solutions' employees, if required, to fulfill your requests.
- To contracted service providers assisting with business operations, including but not limited to conference management, payment processing, and technology services.
- To law enforcement, regulatory bodies, or courts when we are required to do so under applicable laws and regulations.
- In the event of an emergency, to your emergency contact and emergency response providers.
- In connection with the sale or reorganization of the business, as permitted by applicable law.
- Any other third party where you have provided consent to such disclosure.

The Forum Secretariat is expected to retain your Personal Data for an established period of time for regulatory, legal, tax, or business requirements.

The Forum Secretariat retains your Personal Data for no longer than reasonably necessary to fulfill the purposes of which it collected it for or to comply with the law, to prevent fraud, to facilitate an investigation, to defend against legal claims, or to exercise our legal rights.

You retain the right to ask the Forum Secretariat about your personal data, withdraw your consent, or request that your personal data is anonymized at any time. Please be aware that a withdrawal of consent before the start of this Forum will incur a full cancellation and cancellation fee as noted in your initial registration.

DATA BREACH NOTIFICATION

In the event of a personal data breach, the Forum Secretariat will notify the relevant supervisory authority without undue delay. Where the breach is likely to result in a high risk to delegates' rights and freedoms, it will also notify you promptly, unless legally exempted.

CONTACT INFORMATION

If you have questions, requests, or complaints about the Processing of your Personal Data, please contact the Forum Secretariat at dataprotection@globalplanning.ca.

PRIVACY

The Organizer / Forum Secretariat may contact attendees regarding future forms. Attendees may opt out of marketing communications at any time.

Your first name, last name, organization, profile photo (if uploaded), and networking details will be visible to other attendees within the Forum app by default. Prior to the Forum, attendees will receive login details enabling them to manage their profile visibility, privacy settings, and sharing preferences within the app.

UPDATES

The Organizer may update the Data Protection section from time to time to reflect changes in law, regulation, or business practices or the overall terms and conditions to reflect necessary changes.