

RULES FOR PARTICIPATION IN THE
PERSPEKTYWY WOMEN IN TECH SUMMIT 2019

§ 1

General provisions, definitions

1. The Rules define the terms of participation in the conference "PERSPEKTYWY WOMEN IN TECH SUMMIT 2019" organised by the Perspektywy Education Foundation, with registered address in Warsaw, Nowogrodzka 31, KRS number 0000176397 (hereinafter "the Organiser" or "PFE").

Definitions:

- a. **Price list** – means the valid list of prices for participation in the Summit, available at the website www.womenintechsummit.pl,
- b. **Business day** – means every day of the week from Monday to Friday, excluding public holidays,
- c. **Registration Form** – means the form filled in when registering/purchasing participation, available on the website www.womenintechsummit.pl,
- d. **Summit** – means the PERSPEKTYWY WOMEN IN TECH SUMMIT 2019, taking place on 13-14 November 2019 in Warsaw, in EXPO XXI, Prądzyńskiego 12/14,
- e. **Organiser** – means the Perspektywy Education Foundation, with registered address in Warsaw, Nowogrodzka 31, 00-511 Warsaw, NIP [Tax ID] 526 22 19 297, KRS number 0000176397,
- f. **Venue** – means the location of the Summit, located in the Warsaw EXPO XXI, Prądzyńskiego 12/14, 01-222 Warsaw,
- g. **Rules** – means these Rules as well as the Venue Rules available at <http://womenintechsummit.pl/regulations>,
- h. **Participant** – means a natural person, legal person or an organisational unit without legal personality who is to take part in the Summit and for whom a Registration Form has been completed.
- i. **Ordering Party** – means a natural person, legal person or an organisational unit without legal personality who performed the Registration.

§ 2

Registration of the Participant

1. Rules for participation

The Registration of participation in the Summit is tantamount to accepting the terms of these Rules, including the obligation to pay the fee in accordance with the rates set out in the Price List. The Participant applies for participation on the free or paid basis. The free form of participation involves obtaining a grant or scholarship (rules for granting grants or scholarships are available on <http://womenintechsummit.pl/pl/stypendia>). The registration of the Summit Participant is performed by purchasing an individual or group ticket available at www.womenintechsummit.pl

2. Registration and confirmation

- a) Registration (free/paid) is made by filling out the Registration Form at the website. Sending a completed form by e-mail means accepting these Regulations.
- b) If the registration is performed by a person other than the Participant, that person is responsible for the accuracy of the information provided. The person should also be authorised by the Participant to provide his or her personal data to the Organiser.
- c) Upon receipt of the Registration Form, the Organiser will send the confirmation of receipt to the e-mail address provided, along with a Proforma Invoice containing the information necessary to pay the participation fee for in the Summit. The Organiser sends confirmation of participation in the Summit if the following conditions are met:
 - The Organiser has received a correctly filled Registration Form;
 - The Organiser has received the Summit participation fee in the amount indicated in the Invoice;
 - The Participant has read and accepted the Participant Rules and the EXPO XXI Rules;
 - There are still places available for participation in the Summit.

§ 3

The Summit participation fee

1. The condition for participation in the Summit and workshops is paying the participation fee or sending the Registration Form indicating the grant or scholarship received. The terms for the grant/scholarship are set out at <http://womenintechsummit.pl/pl/stypendia>
2. The current Summit participation fee is posted at www.womenintechsummit.pl
3. The fee indicated in the Price List covers participation of one person/group in the 2 days of the Summit, including;
 - conference materials;
 - coffee breaks and lunch;
 - access to the exhibition and networking space.
4. The fee does not cover the costs of the Participant's travel to the Venue, accommodation or other costs, except for the costs indicated in § 3 section 3.
5. The participation fee is paid by the Participant during Registration via PayU, in individual cases by a bank transfer to the account indicated in the Proforma Invoice received from the Organiser.
6. By sending the Registration Form to the Organiser the Participant/Ordering Party agrees to the sending and receipt of the Proforma Invoice and VAT invoice via e-mail, to the e-mail address indicated in the Registration Form.

§ 4

Resignation from participation

1. The Participant has the right to withdraw from participation in the Summit by sending to the e-mail address: e.tarnowska@perspektywy.pl information about the resignation, whereby:
 - a) if the Organiser receives the withdrawal declaration by 1 November 2019, the Organiser will refund the amount paid in full
 - b) If the Organiser receives the withdrawal declaration after 1 November 2019, but before the date of the Summit, the Participant is not eligible for refund of the Summit participation fee. Participant can indicate to the Organiser another person to replace the Participant at the Summit.

2. Irrespective of the rules for resignation provided above, the Participant/Ordering Party who is a consumer may withdraw from the contract without giving any reason and without costs within 14 days from concluding the contract, in accordance with the applicable laws, provided that this period does not fall within the deadline specified in § 4 section 1b.
3. Not withdrawing participation and/or not taking part in the Summit will result in the Participant being charged with the amount of the Participant's participation fee. The persons who were accorded free participation (grant, internship) will be, in case of undocumented absence from the Summit, automatically charged a contractual penalty in the amount of PLN 500 gross.

§ 5

Changes in the Summit agenda

1. The Organiser reserves the right to change the agenda of the Summit, including speakers, topics, lecture and workshop times during the Summit.
2. The Organiser will inform the Participant about changes to the Summit agenda via the website.

§ 6

Personal data protection

By declaring participation in the Summit, the Participant agrees to receive information related to the participation in the Summit and consents to the processing of personal data by the personal data administrator – Perspektywy Education Foundation, registered address in Warsaw, Nowogrodzka 31, postal code 00-511, KRS number 0000176397 The Participant provides his or her data voluntarily and has the option to correct and delete it, except for the data that the Foundation processes as authorised by law.

Data Administrator

The Administrator of your data is the Perspektywy Education Foundation, registered address Nowogrodzka 31, postal code 00-511, Warsaw ("PEF")

Contact data

PEF may be contacted at the email address: fundacja@perspektywy.pl, or in writing (Perspektywy Education Foundation, Nowogrodzka 31, 00-511 Warsaw). PEF has appointed a Data Protection Officer who may be contacted by email: iod@perspektywy.pl or in writing (Data Protection Officer, Perspektywy Education Foundation, Nowogrodzka 31, 00-511 Warsaw). The Data Protection Officer may be contacted in all matters related to personal data processing and exercising the rights related to data processing.

The purposes of processing and the legal basis for processing

The PEF processes your personal data for the following purposes:

- information and communication on the subject of the process and organisation of the Perspektywy Women In Tech Summit 2019;
- statistics and analyses the result of which does not involve personal data;
- processing your potential complaints and claims – the legal basis for personal data processing is the legally justified interest of the data administrator, consisting of

consideration of the complaints and defence against possible claims.

Categories of the data being processed

PEF will process your personal data to the extent of:

- data identifying the person,
- address and telecommunication data,
- data concerning participation in the Summit

The rights of the data subject

You have the right to access your personal data and the right to demand their correction, deletion or limitation of their processing. To the extent where the basis for processing of your personal data is the administrator's legally justified interest, you have the right to protest against the processing of your personal data. To the extent where the basis for the processing of your personal data is consent, you have the right to withdraw your consent. Withdrawal of consent does not influence the legality of the processing made on the basis of the consent, prior to its withdrawal. To the extent where your personal data are processed in order to conclude and execute a contract or processed on the basis of consent – you also have the right to transfer your personal data, i.e. to receive your personal data from the administrator, in a structured, widely used format suitable for machine reading. You may send the data to another data administrator. The right to transfer the data does not apply to the data considered to be a company secret. You also have the right to lodge a complaint to the supervisory body responsible for data processing.

Source of the data

PEF receives your personal data via the Registration Form.

The period of processing your personal data

Your personal data will be processed by PEF in order to perform the registration and for your participation in the Summit – for the period from the registration date for 12 months after the end of the Summit, for statistical and analytical purposes.

Recipients of the data

Your personal data may be made accessible by PEF to the entities processing the data on behalf of the PEF, such as IT services providers, exhibition services providers – such entities process the data as subcontractors, on contractual basis and only according to the PEF demands.

§ 7

Consent to the use of the image

1. During the Summit, the Organiser may conduct photo sessions and film the course of the Summit for the purposes of mass media broadcasting (television, radio, Internet, press) or for the purposes of documentation, promotion, advertising for the Organiser and other parties indicated by the Organiser. Participation in the Summit is tantamount to the Participant's consent to the recording, use and/or dissemination by the Organiser and its affiliates of the image/voice/statements of each Participant in all promotional and marketing materials without any time or territorial restrictions.

2. The expression of consent is synonymous with the fact that photographs, films or recordings made during the Summit may be placed on the Summit website or another website managed by the Organiser and used in promotional materials, also disseminated for this purpose by means of vision or audio. The Participant hereby renounces all claims (existing and future) against the Organiser, including remuneration, for the use of their image/voice/statements for the purposes set out in these Rules.

§ 8

Final provisions

1. The Participants are required to comply with the provisions of the Venue Rules, in force at the Summit venue, including in particular the safety rules, health and safety regulations and fire safety regulations.
2. During the Summit, the Participant is obliged to adhere to any order-related commands of the Organiser.
3. The Participant acknowledges that if the Organiser finds that the Participant violates the provisions of the Summit Rules, the Organiser is entitled to deny the Participant the right to participate in the Summit and to request that the Participant leaves the Summit or the Summit Venue.
4. The Organiser is not responsible for the Participants' belongings that may be lost, damaged or stolen during the Summit.
5. The Participants bear full financial responsibility for any destruction caused by them on the premises where any activities related to the Summit are carried out.
6. In matters not covered by these Rules, the provisions of the Polish law apply accordingly.
7. The court appropriate for disputes arising from the contract is the court appropriate for the Organiser's registered address.
8. The Organiser reserves the right to make changes to the Rules. The Organiser will inform the Ordering Party/Participant about such changes by e-mail, to the address provided in the Registration Form.
9. The Summit Rules are available at the link <http://womenintechsummit.pl/pl/regulamin> while the Venue Rules are available at the link <http://womenintechsummit.pl/pl/regulaminEXPOXXI>.

These Rules come into effect on 15 May 2019.