

GENERAL TERMS AND CONDITIONS

Definitions

K.I.T. Group GmbH Association & Congress Management in its capacity as a Professional Congress Organiser (PCO) is the Organiser of the 2023 Joint International Congress of ILTS, ELITA & LICAGE, May 3-6, 2023, in Rotterdam, Netherlands (hereinafter "ILTS 2023". "Congress" or "Event") and responsible for registration services, abstract management, sponsorship opportunities, exhibition management and social events. K.I.T. Group GmbH (hereinafter "K.I.T. Group" or "Organiser") and the International Liver Transplantation Society ("ILTS") together are referred to as the "Organisers".

These General Terms and Conditions are valid for each attendee registered for the Congress. Any registered person is considered an attendee.

The following General Terms and Conditions apply to all services provided by the Organiser.

The official Congress language is English, and no translation will be offered.

Congress Registration / Payment

The registration deadlines are as follows:

Early Bird Registration	until January 12, 2023, 24:00 CET
Standard Registration	until April 13, 2023, 24:00 CET
Late Registration	until May 2, 2023, 18:00 CET
Onsite Registration	from May 3, 2023

All registration fees are exempt of VAT. VAT applies on workshops and social events.

Only fully completed and signed registration forms will be accepted. The registration fee is based on the date of the receipt of the registration form or completed online registration as well as the payment in full in accordance with the deadlines mentioned above. The online registration can be completed by clicking the button "register and pay" which can be found at the end of the form.

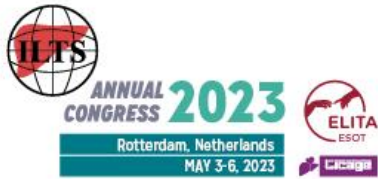
Should one deadline be missed, the next applicable fee will be charged automatically. The registration will only be confirmed upon receipt of payment in full.

To be eligible to register for the Congress, attendees must be at least 18 years old. Attendees may be asked to present an official identity card stating their age.

Only registered attendees will be permitted access to the Congress.

The registration fee for all attendees regularly includes the admission to the Scientific Sessions, the Opening Ceremony as well as the certificate of attendance, and access to the Exhibition premises. The Pre-Meeting Symposium, Machine Perfusion Workshop, and Closing Reception Event are not included in the registration fee.

Due to the currently applicable pharmaceutical industry code of conduct, the ILTS is committed to deny access to the Congress for persons without the status as a Healthcare Professional (HCP) or a fully qualified representative of a Healthcare Organisation (HCO). The Congress is only accessible to certified healthcare professionals, associated press, industry representatives and other stakeholders in the science and management of liver transplantation. Members and/or representatives of patient organisations or other non-specialists are generally excluded from participation in the Congress.



The organizer reserves the right to refuse any registration. Any claim for participation in the event is excluded. If the maximum attendee capacity is reached, the organizers reserve the right to refuse any registration.

Reduced Registration Fees

To be registered under the preferential ILTS Member fees, the full membership number must be provided to the above-mentioned registration deadline. Furthermore, the delegate must have a valid membership at the time of registration and for the duration of the Congress. No refunds will be made for delegates who acquire or renew their membership after the registration has been confirmed. In case of non-compliance, the Organiser reserves the right to change the registration fee to the applicable fee.

To benefit from the reduced fee, the Congress Registration Department may request a proof of the professional and/or occupational status (such as, but not limited to proof of full-time enrolment at a recognized university/college, an institutional ID or relevant certificates). You will receive a separate email if needed.

For eligibility of the ILTS Member reduced fee, please visit the Congress website at <https://2023.ilts.org/registration-3/>. For further assistance, please contact ilts@ilts.org.

Media Registration

To register as a media representative, please contact the ILTS Congress 2023 Registration Department at registration-congress@ilts.org to receive a media registration form. There is no registration fee for accredited media representatives. However, to register as a media representative, you must submit a copy of your official press card.

Group Registration

Registrations for more than ten persons will be handled separately as a group booking. Please contact the ILTS Congress 2023 Registration Department at registration-congress@ilts.org. There is no discount for group registrations available. Should the pre-paid amount not be used in full during the pre-registration process, the remaining amount can be used for on-site registration. There will be no refund for badges which were paid for, but not used (according to the deadlines mentioned above). The deadline for group bookings is April 25, 2023. After the group registration deadline, registrations are only possible on-site.

Please note that for group bookings with a booking value of more than 1500,00 USD a handling fee of 2,5% of the calculated total amount will be charged separately.

Only fully completed group registration forms as well as fully completed name lists (including the participants full name, individual email and postal address) will be accepted. The Organiser cannot be held responsible for double bookings of an individual participant or group made by another company or organisation.

In case handling fees apply, those are not and under no circumstances refundable.

Methods of Payment

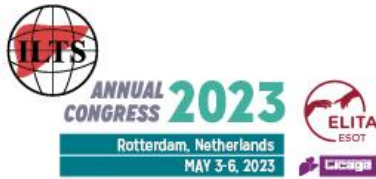
Payment is required at the time of registration. It is mandatory to be made in USD only, using one of the following methods:

1. Credit card (Visa, Master/Eurocard, and American Express): Attendees should complete the relevant section of the registration form.
- 2.

2. Bank transfer: Payment is only possible until April 25, 2023 and should be made in USD to:

Bank name:

Commerzbank AG, Kurfürstendamm 237, 10719 Berlin, Germany



Bank name: Commerzbank AG, Kurfürstendamm 237, 10719 Berlin, Germany
Account Holder: K.I.T. Group GmbH
Bank Sorting Code: 100 800 00
K.I.T. Account Number: 0514 0018 15
SWIFT-CODE: DRESDEFF100
IBAN: DE60 1008 0000 0514 0018 15
Reference: ILTSMay23-R-full name-participant number

Please note that all transfer costs must be prepaid by the transmitter. Cheques will not be accepted.

Confirmation/Payment Receipt

A letter of confirmation/payment receipt will be sent by email once ILTS Congress 2023 Registration Department has received the fully completed registration form and the related payment. Attendees must present this confirmation/payment receipt at the registration counter as proof of their registration and payment.

Letter of Invitation

Individuals requiring an official Letter of Invitation can request one from the ILTS Congress 2023 Registration Department at registration-congress@ilts.org. To receive a Letter of Invitation, attendees must first register to the Congress and submit payment in full. Letters of Invitation will not be sent after the standard registration deadline (April 13, 2023).

The Letter of Invitation does not financially obligate the Congress organisers or any of their related partners in any way. All expenses incurred in relation to the Congress are the sole responsibility of the attendee.

Visa Requirements

It is the sole responsibility of the attendee to take care of his/her visa requirements. Attendees who require an entry visa must allow sufficient time for the application procedure. Attendees should contact the nearest embassy or consulate to determine the appropriate timing of their visa applications.

The organisers will neither directly nor indirectly contact embassies and consulates on behalf of visa applicants. Any claims in this regard are excluded.

If a visa application is unsuccessful, but was applied for in due time, the registration fee, minus a handling fee of 75 USD can be refunded. To receive the refund, the official proof from the embassy confirming that a visa could not be granted, must be sent to the ILTS Congress 2023 Registration Department no later than May 2, 2023 24:00 CET.

Certificate of Attendance

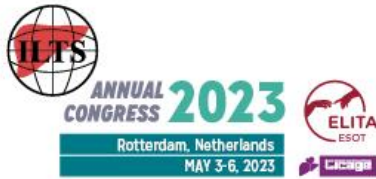
A Certificate of Attendance will be available electronically after the Congress.

Registration Name Change

A handling fee of 50 USD plus 21% VAT will be charged for every name change to an existing congress registration. A new registration form for the substitute attendee should be submitted, as well as a proof for the reduced fee if applicable. Name changes will only be accepted until May 2, 2023 indicating clearly the new and old name. After this deadline, all name changes must be carried out on-site.

Lost Name Badge

The name badge must be worn at all times during the Congress. Access to the Congress facilities will not be granted without a proper name badge. If an attendee loses, misplaces or forgets the name badge, a handling fee of 50 USD plus 21% VAT will be charged for a new name badge. Upon handing out a new name badge, the lost badge will become invalid.



Registration cancellation policy

Participation can be cancelled with entitlement to refund until **March 31, 2023**. A notification must be sent in written form to the Congress Secretariat by email to registration-congress@ilts.org. The notification must include all the relevant information regarding the bank account to which a possible refund may be remitted. A handling fee of 75 USD + 21% VAT will be deducted from the refund sum.

In case of cancellation after this very date, no refunds will be made.

Refund requests will be processed after the Congress only. They shall be made in writing and sent to the Conference Secretariat by email to registration-congress@ilts.org no later than 30 days after the Conference (June 2, 2023, 23:59 CET). No refund request will be processed after this date.

Credit will not be given for unattended events or early termination of attendance. Refunds will be credited only to person / entity who / which paid the original registration. Reimbursement to or for the benefit of third parties is excluded.

Modification of the Congress Programme

The Congress programme is published as an indication only and may be subject to modification at any time in terms of time, location, theme, and content (in particular to the programme schedule, the appointment and/or selection of speakers, the technical environment, programme duration, etc.) The attendee has no claim to the staging of a particular speaker and/or event, to a particular event duration or to the provision of a particular content. Changes to the programme do neither constitute a right of withdrawal nor refund claim on the part of the persons registered, provided the character of the event as a specialist event in the specified subject area is not affected by the changes.

Cancellation or Postponement of the Congress; Force Majeure; Hardship

If the event cannot take place or has to be postponed due to events beyond the control of the Organiser or the Organisers (force majeure) or due to circumstances that have changed so significantly after the beginning of the registration that the Organiser would not have carried out the registration or would have carried out the registration with a different content and whose ignorance of the occurrence is not due to intent or gross negligence on the part of the Organiser or the Organisers (case of hardship), neither the Organiser nor the Organisers can be held liable by the participants for any damages, costs or losses incurred, such as transportation costs, accommodation costs, financial losses, etc. In such circumstances, the Organiser - or Organisers - reserves the right to either retain the entire registration fee and use it for a future congress or refund the participant after deducting the costs already incurred for the organisation of the congress that could not be recovered from third parties.

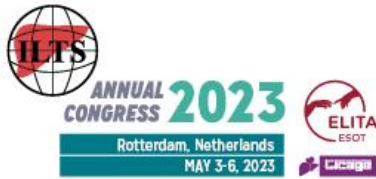
COVID-19 Regulations: Cancellation of the Congress, Cancellation of Attendance

If the Congress cannot take place at the originally scheduled event dates due to government regulations, laws, ordinances and other public orders that apply in connection with the pandemic due to the SARS-CoV-2 (COVID-19) coronavirus and variants ("COVID-19 Regulations"), the Organiser shall be released from the obligation to perform. In case of complete cancellation, registered and fully paid attendee shall receive a refund of the respective participation fee paid. Refunds will be made according to the procedure described above in the section "Cancellation or Postponement of the Congress".

In the event of cancellation of attendance by an attendee due to the above mentioned COVID-19 regulations in effect at the time of the event in his/her country of residence, the refund will be governed by the principles outlined in the "Registration Cancellation Policy" section above, with the understanding that the attendee will be refunded his/her their registration fee regardless of the time of cancellation for a processing fee of 75 USD +21% VAT.

Hygiene and safety regulations / house rules

Attendees are obligated to inform themselves in advance of their participation in the Congress about the currently valid regulations, laws, ordinances and other decrees that apply in connection with the



containment of the SARS-CoV-2 (COVID-19) coronavirus containment ("COVID-19 Regulations"), and to comply with them. In addition, attendees are required to comply with the hygiene and safety measures and/or concept enacted by the Congress organisers.

In view of the dynamic development of the coronavirus, the attendees acknowledge that the Organiser is entitled to adapt the hygiene and safety measures to the current legal situation at any time and that attendees are obligated to inform themselves continuously about any changes, in particular about the hygiene and safety concept of the Congress, in particular via the Congress website.

If COVID-19 regulations in force at the time of the event stipulate that the persons participating in the event have been negatively tested for infection with the SARS-CoV-2 coronavirus, have been vaccinated, or must meet other requirements in this regard, attendees are required to adhere to these regulations and to the guidelines set forth by the organizer in this context (e.g. presentation of proof of personal access authorization).

By entering the event premises, each attendee accepts the house rules of the Congress premises, which can be viewed at the registration counter. The attendee is aware that the consumption of food and beverages brought to the event is not permitted.

Data Protection

During the registration process and the execution of the Conference the personal data of each attendee is processed. All personal data will be processed in accordance with the applicable national data protection regulations and in particular the General Data Protection Regulation GDPR (Regulation (EU) 2016/679) and the German Federal Data Protection Act (BDSG).

Personal data will not be forwarded to a third party unless in accordance with Art. 6 Sec. 1 lit a-f GDPR: (a) express consent, (b) performance or conclusion of a contract, (c) fulfilment of a legal obligation, (d) protection of vital interests of the data subject or another natural person, (e) public interest or exercise of official authority, (f) legitimate interest of the data controller and balancing of interests.

In the course of participation in the congress, personal data may be processed by companies based in third countries outside the European Union/European Economic Area (EEA). This can lead to disadvantages in the enforcement of data subjects' rights, a lack of control over the further processing and transfer of data or access by state agencies for control and monitoring purposes without sufficient legal protection. By registering for the Congress, the attendee consents to such data processing insofar as it is necessary for his/her participation and the full use of the Congress services. The attendee consents to such data processing insofar as it is necessary for his participation and the full use of the congress services.

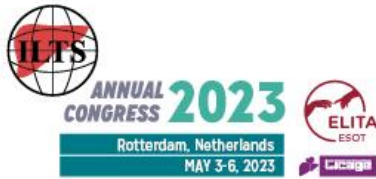
Sharing of contact details

Personal data will not be passed on to third parties unless this is necessary for the provision of services to the attendee (e.g., the data required for payment processing will be passed on to the respective payment service provider (credit card company, bank). Please note that in cases of contact with or by the industry partners in the exhibition rooms or at industry events, the respective company is responsible for the processing of personal data and compliance with the GDPR. For your rights according to GDPR, please refer to the data protection notices of the individual companies with which contact is made at the event.

For further details on data processing, your rights about information and access to personal data and how to contact the Data protection officer, please refer to the [privacy policy](#).

Intellectual Property Rights

All content (trademarks, brands, copyrights, etc.) displayed at the Congress remain the property of their respective owners and are used for identification purposes only. The content and compilations published on the event website and/or related websites are subject to the applicable copyright laws. The



reproduction, editing, distribution, sharing and/or any kind of exploitation outside the limits of the applicable copyright laws require the written consent of the respective author and/or creator.

Downloads and copies of information, documents, files, presentations, and other content shared are only permitted if explicitly marked and solely for private use. The commercial use of content is prohibited without the consent of the author/creator. Insofar as the content on the event platform website has not been created by the organiser, the copyrights of third parties will be observed. Contributions of third parties are marked as such on the event platform website. Should a copyright infringement nevertheless occur, the organisers require a corresponding notice. The relevant content will then be removed immediately.

Film, photo and video recordings

The attendee understands that the Organiser may create image, film and audio recordings related during the Congress for communicational and/or educational purpose. This material can be shared and published within public reporting or used in various social networks about the event without entitlement to remuneration. The attendee explicitly gives her/his consent to the use of her/his images, voices and other content captured at the event for publications and communications relating to the event according to the effective law. In this respect, the attendee waives any remuneration and will not assert any claims for remuneration whatsoever. The attendee can withdraw her/his consent at any time by contacting the Congress Secretariat via email to registration-congress@ilts.org.

Liability / Disclaimer of warranty / Digital offerings

The Congress organisers shall be held liable in the framework of a duty of care as a respectable businessperson according to statutory provisions. The liability of the Congress organisers - for whatever legal reason - shall be limited to intent and gross negligence.

To the extent permitted by applicable law, Organiser and/or the Organisers, including all of its management, representatives, fully or partially employed staff, shall not be liable for any direct, indirect or consequential damages of any kind, loss of profits and/or loss of data arising from and in connection with the participation in the Congress. The liability of commissioned service providers shall remain unaffected by this.

The attendee shall take part in the Congress at his/her own risk. Oral agreements shall not be binding if these have not been confirmed in writing by the Organiser or both Organisers.

Neither of the Organisers warrant the adequacy, accuracy and/or completeness of any information conveyed during ILTS 2023 and published on the website.

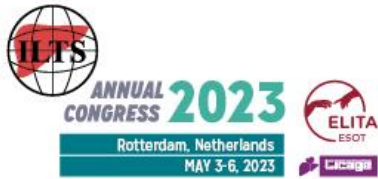
For any digital offerings that may take place, the Organiser and/or the Organisers do not guarantee uninterrupted and/or error-free access to the platform of the Congress. The Organiser endeavours to fix such interruptions as fast as reasonably possible. Each attendee acknowledges that it is his/her responsibility to ensure a secure and stable internet connection, compatible operating system requirements and that the web browser is up to date to avoid connectivity or other technical issues when participating in any digital offerings. Access to the digital offering may be blocked temporarily or permanently if there are concrete indications that the participant is violating or has violated these General terms and Conditions and/or applicable law or if the Organiser have another justified, substantial interest in blocking access. When deciding on a blocking, the legitimate interests will be taken into account appropriately.

Applicable law, place of jurisdiction

German law shall apply to the exclusion of the UN Sales Convention. As far as legally permissible, Berlin is agreed as place of jurisdiction.

Requirement of written form

Oral agreements have not been made. Changes and/or additions to these terms and conditions must be made in writing to be effective. This also applies to the waiver of the requirement of the written form.



Severability clause

Should individually provisions of these General Terms and Conditions of Business be and/or become invalid and/or impracticable, the remaining provisions shall not be affected thereby. Rather, the parties undertake to replace the ineffective and/or impracticable provisions with legally valid and/or practicable provisions which correspond to the ineffective and/or impracticable ones in economic terms. This also applies to any loopholes.

Right of modification

The Organiser may make changes and/or additions to these General Terms and Conditions at any time. The attendees will be informed of such revisions from time to time. If the changes and/or amendments concern essential parts of the contract and if the rights of the attendees are substantially changed as a result, each attendee with an existing and paid registration will be informed separately with the possibility of consent.

Valid as of October, 2022