

Terms and Conditions of the DoIT Conference

(hereinafter referred to as the "Terms and Conditions")

Conditions for participation in the "UNIT4 DoIT" Conference, the accompanying Workshops and the contest for Conference participants.

§ 1. General provisions

Terms and Conditions define the types, scope and conditions for the provision of "UNIT4 DoIT" Conference and its accompanying Workshops organized by UNIT4, conditions of contract for the provision of these services, complaints, as well as the rules of competition conducting.

§ 2. Definitions

In the Terms and Conditions, the following terms and definitions are to be understood as follows:

1. **Registration Form** - a document according to the formula, in electronic or paper form, effectively delivered to the Organizer.
2. **The Conference** - an event organized by UNIT4 stating the date and place of the meeting, to discuss the described in the Conference themes, in which any person meeting the conditions can participate.
3. **Contest** - a competition organized by the Organizer during the Conference on the terms specified in the Terms and Conditions.
4. **Organizer** (UNIT4 Poland sp. z o.o.) - if the Terms and Conditions refer to the Organizer, mean the UNIT4 Poland Sp. z o.o with its registered office at Powstanców Śląskich 7A Street, 53-332, registered in the District Court for Wrocław-Fabryczna VI Economic Department, KRS 0000431476.
5. **Contest Organizer** (UNIT4 Poland sp. z o.o.) - If the Terms and Conditions refer to the Organizer, mean the UNIT4 Poland sp. z o.o. with registered office at Powstanców Śląskich 7A street, 53-332, registered in the District Court for Wrocław-Fabryczna VI Economic Department, KRS 0000431476.
6. **Confirmation of participation** - email sent by the Organizer to the Contracting Authority or to the Participant in response to the Application.

Website - created by the Organizer an information service accessible via the Internet, which allows users to use the information and services offered by UNIT4 or its partners. It allows applications to participate in events and trade operations available at <https://www.biletomat.pl/konferencje/doit-conference-by-unit4-6945/>

7. **The Participant** - a person who has been delegated by the Contracting Authority to participate in the Conference. In the case where the Contracting Authority is a natural person, it is the Contracting Authority at the same time. It is acceptable that the Participant was also the Contracting Authority.
8. **The Contest Participant** - the natural person complying with the conditions for participation in the competition referred to in §10 paragraph 1-5.
9. **Workshops** - organized by UNIT4 classes aimed at acquiring, supplementing or improving of skills and qualifications, or general skills needed for work, which any person meeting the specified conditions of participation can attend.

10. **The Contracting Authority** - the natural or legal person who decided to delegate a Participant to participate in the Conference or Workshops.
11. **Application** - actions taken by the Contracting Authority to register the Participant for the Conference or Workshops.

§ 3. Application

1. Application for the Conference can be made via the registration form available on the Conference website.
2. Application for participation in the Workshops/Conference should be submitted to the Organizer by the date indicated on the website of the Conference or Workshops, but no later than **7** days prior to the commencement.
3. The Application may be sent by anyone, but it is assumed that if a Participant is not the Contracting Authority, the will of the Contracting Authority is binding.
4. Application for participation in the Workshops is made by sending an email to warsztatydoit@unit4.com

§ 4. Price, Terms of payment

1. Price for participation in the Conference or Workshops is given on the website of the Organizer or on the Application form. It covers only what is listed on the website in the description of the Conference.
2. The Organizer differentiates the prices for participation in the Conference, depending on the time of payment made by the Contracting Authority, in accordance with the information provided on the website.
 - Normal price - valid for payment for participation in the Conference made by **11/13/2018**, inclusive.
 - Student price - the payment for participation in the Conference made by **11/13/2018**, inclusive.
3. Lack of notification or a deposit by these dates means that the Organizer can cancel the more favourable pricing and the Contracting Authority will be obliged to cover price differences between the 'Early Bird' and the 'Blind Bird' or 'Regular Bird' and 'Early Bird'.
4. The date of payment is the posting date on the **bank account of the Organizer**.
5. Participation in some Conference and Workshops organized by the Organizer can be free of charge. Information about these Workshops and the conditions of participation in such Conference and Workshops are announced on the website by the Organizer.
6. It is possible to pay via biletomat.pl. Payment should be made within the period specified by the Organizer of the Conference.
7. Immediately after receiving the payment, biletomat.pl issues an invoice to the applicant.
8. The Organizer reserves the right to provide discounts on the price for participating in the Workshops, which go beyond the framework of this regulation.
9. Promotions and discounts cannot be combined — you can use only one of the selected promotion or discount.

10. Promotional offers and discounts are not available for people who have made the contract or paid for participation in the conference before launching the promotional offer or discount.

§ 5. Change of the Participant and cancellation of the Participant

1. The Contracting Authority shall have the right to change the Conference or Workshops Participant. In this case, paid by the Contracting Authority the fee is not returnable. The Contracting Authority is obliged to notify the Organizer about the change of the Participant as provided in the 4th paragraph of this section.
2. The Contracting Authority has the right to cancel the participation of the Participant in the Conference or in the Workshops, no later than 7 working days before the date of the commencement, in the manner provided in the 4th paragraph of this section.
3. The Contracting Authority will not receive any refund for participation in the Conference or Workshops (1) in the case that the Contracting Authority will resign as mentioned in the 2^{ed} paragraph later than 7 working days before the start of the Conference or Workshops, and (2) In case the Participant will not appear on the Conference or Workshops, and (3) in the case the Contracting Authority using the price of 'Blind Bird' and 'Early Bird'.
4. In the case of the Contracting Authority using the price different than the price of a 'Blind Bird' and 'Early Bird', the fee is returned to the bank account number, reduced by 20% of the price paid.
5. All correspondence, referred to in paragraph 1.1-3 should be in writing and sent by a registered mail to the address of the Organizer, indicated in § 2 paragraph 3 of the Terms and Conditions. The statement of withdrawal from the contract and/or an indication of a new Participant can also be submitted in electronic form and sent to the Organizer at the e-mail address indicated in § 14 paragraph 1 of the Terms and Conditions.
6. Acceptance of resignation or participant's change will be confirmed by the Organizer by email to the address given on the application form.

§ 6. Conference set up

1. The Conference and Workshops take place at the location indicated by the Organizer. The Organizer reserves the right to change the place of the Conference or Workshops. About this change the Organizer will inform the Participants no later than 3 days prior to the planned Conference or Workshops.
2. The Conference can be filmed and photographed only by the Organizer or the Partners. It is forbidden to record and capture images by the Participants at the Conference without the prior consent from the Organizer.
3. The Organizer reserves the right to registration and publication of audiovisual materials relating to the course of the Conference, and share these materials to the third parties.
4. The Organizer does not provide Participants with accommodation for the duration of the Conference or Workshops. Information about accommodation, presented on the Website, are used exclusively for information purposes and may not be the basis for any claims against the Organizer. The responsibility for them lies on the side of the Contracting Authority or the Participant.
5. The Organizer cannot be held responsible for things which can be lost, destroyed or stolen during the Conference.

§ 7. Obligations of the Organizer

1. The Organizer ensures that will make every effort to guarantee the quality of the Conference and Workshops in accordance with their descriptions.
2. The Organizer reserves the right to cancel the Conference and Workshops, in particular, in the case of random events – all deposits made by the participants will be refunded by the Organizer in full. A cancellation of the Conference or Workshops may not be a ground to drive financial claims against the Organizer.
3. The Organizer reserves the right to make changes in the Conference and Workshops. These changes cannot be a ground to drive financial claims against the Organizer.
4. The Organizer reserves the right to refuse to provide services to Participants, for whom the Contracting Authority does not pay the fees within the prescribed period.

§ 8. The obligations of the Contracting Authority and the Participant

1. The Participants and Contracting Authorities are obliged to get familiar with the Terms and Conditions. Participation in the Conference requires full acceptance of the Terms and Conditions.
2. The Contracting Authority is obliged to pay service charges on time and use the payment method specified by the Organizer of the Conference or Workshops.
3. It is forbidden to use the Conference and Workshops by a Contracting Authority and Participant in a manner that is against the law, immoral or prejudicial to the legitimate interests of the Organizer.
4. The Participant of the Conference or Workshops agrees to the use his or her image in the Conference or Workshops materials.

§ 9. General information about the Contest

1. The Contest is organised within the framework of the Conference.
2. Participation in the Contest is free of charge and completely voluntary.
3. Issues related to the Contest which are not covered in the Terms and Conditions are resolved by the Organizer of the Contest.
4. There is no cash equivalent in case of prize resignation.

§ 10. Participation in the Contest

1. A Contest Participant may be a natural person resident on the territory of Poland, 18 years of age and having full legal capacity, and is a member of the Conference.
2. In the Contest are not eligible employees, members of the Government and representatives of the Organizer and other entities taking direct part in the preparation and conduct of the Contest, as well as people associated with the indicated above the players in the way Standing on a different basis than the employment and members of their immediate families, i.e. ascendants, descendants, siblings, spouses, parents, spouses and persons with them against adoption.
3. By entering the Contest, Participant agrees to take part in the competition on the principles set out in the Terms and Conditions and accepts all the provisions of the Terms and Conditions.

4. A precondition for participation in the contest is to complete and submit an electronic survey, available in electronic version in the application "Crowd Compass " for the duration of the Conference.
5. By completing the survey it is meant to supplement data and answering the contained in the open-ended questions, indicated in § 11 paragraph 1 of the Terms and Conditions.

§ 11. Contest Rules

1. The Contest is based on properly completing the questionnaire and answering all questions.
2. The evaluation of the Contest shall be governed solely by the survey correctly completed and containing the answers to open questions.
3. Prizes in the Contest are:
 - a) GoPro-HERO session
 - b) Lenovo Miix 320-10 Z8350

The Organizer will pick 2 winners, which will be awarded by one of the prizes.

4. The proper conduct of the Contest and the awarding of prizes are supervised by a Committee consisting of 3 representatives of the Unit4 Poland Sp. z o.o. composed of: Piotr Karaś, Daria Borek-Stępień, Piotr Lewicki.
5. The Contest Committee will select the winners who will be announced on 16/11/2018, at the end of the Conference.
6. Awards ceremony will take place immediately after the announcement of the results of the Contest.
7. In the absence of a Contest Participant at the Conference in the above specified time, the winner loses the right to receive the prize.

§ 12. Ownership and copyright

1. The Organizer provides Participants with the Website, through which information and materials are distributed pays particular attention to the need to respect intellectual property rights.
2. The Organizer shall inform, that the Website contains the copyrighted documents, trademarks and other original materials, in particular texts, images, graphics and sounds, programs and videos. Layout and the selection of the presented content used in the Website is an independent subject of copyright protection.
3. Participants undertake to use all the presented materials on the Website solely for personal use. Modifying, copying, transmission, public performance, and any use of the content for commercial purposes requires express prior written permission by the Organizer or by another authorized entity.
4. Participants shall ensure that any use of the copyrighted materials of third parties, that are provided by these participants through the Website, including their copying, transferring and publishing in the internet is done with the approval of the qualified entities. The Participants shall bear the full responsibility for any damage caused as a result of their contradictory with the above subject to the behaviour.
5. By providing materials via the Website, Participants agree to use their materials by other Participants for their personal use. The Organizer reserves the right to edit, copy, and distribute these materials.

6. The Participant is not entitled to conduct similar Workshops for the benefit of other entities or their employees, unless the parties decide otherwise.

§ 13. Processing and protection of personal data

1. The administrator of personal data is UNIT4 Polska Sp. z o.o. with registered office at ul. Powstanców Śląskich 7A, 53-332, registered in the District Court for Wrocław-Fabryczna VI Economic Department, KRS 0000431476.
2. Providing personal data is voluntary, but necessary to use the Website. Each Participant has the right to access their personal data and correct them, rectify, delete, limit processing or object to their processing and the right to data transfer. Personal data of the Participants will be processed for the purpose of organization of Workshops, Conference, and the Website. The Recipients of personal data Participants will be entitled employees of the Promoter responsible for the organization of the Conference, Workshops, Competition and Website. Personal data of the Participants will be kept for a period of organization and duration of Conference, Workshops, and the period of operation of the Website. In the case of express consent by the Participant for the further processing of his personal data will be processed until the withdrawal of consent by the Participant.
3. The Organizer may process the following personal data of the Participant necessary to establish, shape the content, change or terminate the legal relationship between them:
 - a) surname and first names of the Participant;
 - b) PESEL number or - if this number has not been assigned - passport, identity card or other identity document;
 - c) address of permanent residence;
 - d) address for correspondence, if different from the address referred to in point 1;
 - e) electronic signature creation data
 - f) electronic addresses of the Participant;
 - g) any landline or mobile phone.
4. In order to implement the agreements or other legal action with the Participant, the organizer may process other data necessary because of the property of the service provided or the manner of its settlement, and, in particular, the following details:
 - a) gender;
 - b) year, month, day of birth;
 - c) e-mail address.
5. The Organiser gives information about the data referred to in paragraph 3-4, the authorities of the Member State for the purposes of their proceedings, according to the current interpretation of the law.
6. Personal information will not be shared with third parties, unless the consent given by the Member provides otherwise.
7. Upon registration the Participant can express consent to the processing by the organizer or by third parties, with whom the organiser has been on, the personal data provided in connection with your registration for the purpose of marketing products of entities cooperating with the organizer of the Website, in particular to the transfer of the Participant by electronic

commercial information and other materials i.a. promotional and marketing purposes of third parties cooperating with the Organizer.

8. Send the completed registration form by the Participant (by clicking "Send request" placed under registration form) is equivalent to:
 - Participant's confirmation of the authenticity and compliance with the actual state of the data recorded on the form;
 - statement that the Participant has been informed of their right to inspect their data, and to correct them;
 - acceptance of these terms by the Participant.

§ 14. Specific provisions on consumers

1. The Purchaser who is a consumer is obliged to make a payment for the Workshops or Conference in its entirety before the date of the Workshops or Conference. In the case of payment up to 3 days prior to the Conference or Workshops the Purchaser is obliged to have confirmation of the money transfer on the Conference or Workshops.
2. Purchasers who are consumers within the meaning of the law, on the basis of article. 7 paragraph 1. 1 of the law of 2 March 2000 on protection of consumer rights and liability for damage caused by a dangerous product (OJ L. .2000, no. 22, item. 271 as amended. d.), shall have the right to withdraw from any contract for the provision of services concluded with the service provider within 14 days from the date of the conclusion of the agreement, subject to the provisions of paragraph 2. 5.
3. The provision of paragraph 2 above excludes the application of § 5. of these Terms and Conditions.
4. A declaration of withdrawal should be made in writing. To keep a time limit referred in the 2nd paragraph above, you just need to send a notification by registered mail to the address of the Organizer. A declaration of withdrawal may also be filed in electronic form and sent to the Organizer at the e-mail address indicated on the Service.
5. The Purchaser conclude an agreement for the provision of services on less than 14 days before the date of the Workshops or Conference, consent to the commencement of the service before the end of the the 14-day period, referred to in the 2nd paragraph above. In this case, the right of withdrawal from the contract shall not be entitled to since the start of the service.

§ 15. Liability

1. The Organizer reserves the Conference and Workshops are for information purposes only and can not be used as a tool for making any decisions.
2. The Organizer shall not be liable for:
 - any damage caused as a result of the use of Conference or Workshops by the Participants in a way that is incompatible with the law or the rules;
 - any damage caused as a result of the cessation of provision of Conference or Workshops in the case where there has been the fault of the Purchaser/Member or due to violation of the law or of the rules of these Terms and Conditions;
 - any damage arising from the use by the Purchaser/Participant materials, data and information available in the framework of the provision of the Conference or Workshops for commercial purposes, investment, business etc .;

- any damage caused by the disclosure of personal data in accordance with the Terms and Conditions.

§ 16. Final provisions

1. Any comments on the activities of the Website should be reported to the following address: doit@unit4.com
2. Any complaints can be reported to the Organizer in the form described in § 5 paragraph 4. Complaints will not be accepted after 14 days from the date of the Conference or Workshops. It is advisable to complaint include:
 - Company name/name and surname of the Purchaser;
 - the address of the registered office/residence of the Contracting Authority;
 - the subject of complaints;
 - justification;
3. The law applicable to the contract between the Participant and the Organizer, the object of which are the services provided under the conditions set out in these Terms and Conditions, is the Polish law.
4. Settlement of any disputes arising between the Organizer, and the Purchaser who is a consumer within the meaning of Art. 22 of the Act of 23 April 1964. Civil Code (Journal of Laws No. 16, pos. 93, as amended.) Are subject to the courts competent in accordance with the relevant provisions of the Code of Civil Procedure.
5. The settlement of any disputes arising between the Organizer and the Purchaser, who is not a Consumer within the meaning of article 3. 22 of Act of 23 April 1964, the civil code (OJ # 16, item. 93 as amended.) shall be subjected to the courts competent for the registered office of the organiser.
6. The organiser has the right to unilaterally change the Terms and Conditions, subject to the retention of rights Purchasers, who have brought a charge against the provision of a service by the Organizer.
7. The Organizer reserves the right to final interpretation of the Terms and Conditions.
8. These Terms and Conditions are available in the most recent version on the <http://doit-conf.pl/>
9. This Terms and Conditions shall enter into force on the date of publication on the website and is placed on indefinite.