



**IGCC
2022**
HOUSTON * TEXAS

INTERNATIONAL GASTRIC CANCER CONGRESS 2022
| HYBRID | MARCH 6 - 9, 2022
THE EVOLUTION OF GASTRIC CANCER SCIENCE;
THE FUTURE OF GASTRIC CANCER TREATMENT

Terms and Conditions

Any enquiries or requests for additional information, modifications and cancellations are to be communicated to MCI Team by email.

Group Procedure

Upon receipt of your payment, you will receive the online access for your group portal. You will be able to enter names and allocate your registrations, download

Names of all participants (registration and/or accommodation) must be submitted and reservations assigned online before Monday 24 January 2022.

General Hotel Policy

MCI acts as an agent for accommodation bookings and IGCC 2022 accepts no responsibility for any recommendations given or any transactions made.

Check-in/Check-out Time:

Hotel check-in time is 15:00. Should you wish to check-in earlier, extra costs may apply.

Check-out time is 11:00. Should you wish to check-out later, extra costs may apply.

Should you be informed of any delay/late check-in or cancellation, please inform MCI as soon as possible.

Extras:

Potential additional incidentals, such as mini-bar, telephone or additional room-nights are to be settled directly to the hotel by each individual guest when checking out. Upon check-in, the hotel may charge or block an amount on the credit card to cover this guarantee, and each hotel has its own, independent policy

Closure of a hotel:

Should any of the mentioned official offered hotel(s) close between the date the contract was signed and the start of the event, MCI will do its utmost to offer alternative options to the client. If the client confirms such an alternative option, MCI will not be responsible for any difference in rates. Should the client decline the option and book in another hotel outside of MCI's block, pre-payments made by the client for the closing hotel(s) would be reimbursed by MCI.

Hotel Deposit Conditions

Individual Hotel Deposit Conditions

Marriott Marquis

Your booking will be confirmed upon receipt of your hotel deposit. This prepaid deposit will be deducted from your final hotel bill when checking out from the hotel.

Groups Hotel Deposit Conditions

55 % of the total amount is due to confirm the reservation

45 % of the total amount is due before Wednesday 19 January 2022

100 % of the total amount is due from Thursday 20 January 2022

Hotel Cancellation Conditions

Individual Booking Cancellation Conditions

As liquidated damages, cancellation charges are calculated on projected charges (*per hotel, per night, subject to all applicable taxes*). In the event of total or partial cancellation of unused rooms in the block.

Marriott Marquis

In the event of accommodation cancellation up to Saturday 29 January 2022 no cancellations fees will incur.

From Sunday 30 January 2022, no refunds will be possible.

No-Show (Individual bookings):

In case of no-show (if you do not check-in on your confirmed arrival date as per your hotel voucher), the hotel will only keep the number of room nights guaranteed during the booking process. For bookings guaranteed for the full stay, the room will be kept for the number of nights booked.

Group Booking Cancellation Conditions

As liquidated damages, cancellation charges are calculated on projected charges (*per hotel, per night, subject to all applicable taxes*). In the event of total or partial cancellation of unused rooms in the block:

Example of cancellation fees calculation

Group booking of 100 rooms on 5 nights (100 x 5 = 500 roomnights). Room rate is at a price of USD 100.- per room per night.

Cancellation deadline of 30% of total amount due being non refundable - Group cancelling 10 rooms on 5 nights.

Cancellation fees that will be applied will be: 10 rooms x 5 nights x 30% of USD 100.- = 50 roomnights x 30.- (30% of USD 100.-) = USD 1'500.-

Amount to be refunded: 10 rooms x 5 nights x 70% of USD 100.- = 50 roomnights x USD 70.- (70% of USD 100.-) = USD 3'500.-

Marriott Marquis

From confirmation to Monday 01 November 2021: 10 % of the total amount due is non refundable

From Tuesday 02 November 2021 to Friday 10 December 2021: 70 % of the total amount due is non refundable

From Saturday 11 December 2021: 100 % of the total amount due is non refundable

No-Show (Group bookings):

According to MCI's deposit conditions, the full stay must be paid for all reservations prior to each guest's arrivals. In case of no-show, for bookings guaranteed for the full stay, the room will be kept by the hotel. Please note that MCI will not send specific communication regarding the guests who have not checked-in on their confirmed arrival date. Should the group leader wish to receive such information, please contact MCI.

General Payment Conditions

All payments are to be made in American Dollar. VAT may increase without notice and any such change will be reflected in final rates.

From Monday 24 January 2022, only payments by credit card will be accepted.

An invoice to be settled upon receipt will be issued upon written confirmation. **This invoice will act as a contract, and once issued, the above payment and cancellation conditions will apply.**

Full payment of services is requested when registering (Credit Card &/or Bank Transfer). No confirmation or invitation letter will be sent until MCI has received the

In accordance with DIRECTIVE 2011/7/EU, late payment interest will be charged in the amount of 8% above the European Central Bank's base reference rate.

No badge will be delivered until full payment of open invoices is received.

Methods of Payment:

Credit card: only Eurocard/MasterCard, Visa and American Express are accepted.

Please note that the merchant name that would appear on your credit card statement would be "MCI Group Satigny CHE".

Bank transfer: please make your payment to:

Beneficiary : MCI Suisse SA, Rue du Pré-Bouvier 9, 1242 Satigny, Geneva, Switzerland

Bank : UBS SA, Rue des Noirettes 35, 1227 Carouge, Geneva, Switzerland

USD Account No : 369.393.61X

IBAN : CH19 0024 0240 3693 9361 X

Swift code : UBSWCHZH80A

Please indicate the participant's / group's name, identifier and "IGCC 2022" on ALL payments (for example, IGCC 2022-I/XX or G/XX).

All costs are to be borne by the ordering customer. Please note that payments made by bank transfer could be subject to fees payable to your local bank.

Cheques: please note that payments by personal cheques are not accepted.

Refunds will be made after the event according to your payment method.

Group Data Management

Upon receipt of your payment, you will receive by e-mail an internet link giving you direct access to your group portal. You will be able to enter names, allocate your reservations, settle open invoices and download documents.

Through this personalised portal, you will be able to enter your participants' details and assign the services you have purchased such as registration and/or hotel bookings.

Names of all participants (registration and/or accommodation) must be submitted and reservations assigned online before Monday 24 January 2022.

Any modifications and cancellations are to be communicated to MCI's team by email in order to be validated (please refer to the points «Modification & Cancellation» above to view the charges relating to these operations).

The Group Leader hereby commits to manage group registrations and/or hotel reservations using the tools proposed by the official registration and/or housing bureau. The reservation system's portal will be used to respect relevant registration and, if applicable, accommodation deadlines. Access to this tool will be provided upon full payment of deposits required.

Contact information is to be entered in the system including the full coordinates of the participant of the event. No generic agency coordinates will be accepted if reservations are handled by a third party or on the behalf of a sponsor.

Reservations for registration and/or housing will then be assigned and updated through the reservation system's portal and managed by the group leader or its internal representative.

MCI, as the Official Registration and/or Housing Bureau will not be responsible for entering contacts' coordinates nor assigning services on behalf of the entity hereby engaged in this contract.

Should the Group Leader or the entity engaged in the present contract choose not to proceed with the proposed online tools, MCI will charge a fee of 18 per participant, to import the participants' detail information under the group or a fee of 27 per participant to import the participants' detail information under the group and assign the corresponding services, provided that the full coordinates are supplied.

Data Privacy

Individual Data Privacy Policy:

For further information on how your data will be used, we invite you to carefully read the Data Protection and Privacy Policy:

<https://www.mci-group.com/privacy-statement>

Group Data Privacy Policy:

The group leader agrees and warrants that:

- a. the personal data have been collected, processed and transferred and will continue to be collected, processed and transferred in accordance with the relevant provisions of the applicable data protection law (and, where applicable, has been notified to the relevant authorities);
- b. the transfer to, and processing by, MCI pursuant to this Agreement is not prohibited by a statutory or contractual duty of confidentiality;
- c. prior to any transfer of personal data, it has informed the data subjects and has complied with any notification and/or registration set forth by the applicable data protection law; in particular, the intended purposes of the collection, processing and transfer of personal data have been communicated to the data subjects;
- d. the data subjects are provided with their right of access, correction, blocking, suppression or deletion as available under applicable data protection law;
- e. it has taken and will take all reasonable measures to verify the correctness of the personal data and ensure that incorrect or incomplete personal data will be corrected, completed or destroyed prior any transfer of such data to MCI;
- f. it will inform MCI of any specific requirement from any data subject or any relevant authority on how personal data should be processed;
- g. it will inform without delay MCI of any request from any data subject or any relevant authority to rectify, update or delete any personal data;
- h. after assessment of the requirements of the applicable data protection law, it will ensure that the security measures are appropriate to protect personal data against accidental or unlawful destruction or accidental loss, alteration, unauthorized disclosure or access, in particular where the processing or transfer involves the transmission of data over a network, and against all other unlawful forms of processing, and that these measures ensure a level of security appropriate to the risks presented by the processing and the nature of the data to be protected having regard to the state of the art and the cost of their implementation;
- i. it will provide MCI, when so requested, with copies of relevant data protection laws or references to them of the country in which the [group leader] is established;
- j. it will respond to enquiries from data subjects and authorities concerning processing of personal data by MCI;
- k. it will notify within 72 hours delay MCI of any actual, potential or alleged breach of the provision of this Clause;

The group leader hereby commits with the present Data Protection and Privacy Policy:

<https://www.mci-group.com/privacy-statement>