

## Low Carbon Networks & Innovation Conference 30-31 October 2019

### DELEGATE REGISTRATION TERMS AND CONDITIONS

#### **Delegate registration fee**

Speakers and ENA members running NIA/NIC projects are entitled to attend the conference free of charge and must register online prior to the event by visiting the LCNI registration site [www.cvent.com/d/7yq9sf](http://www.cvent.com/d/7yq9sf).

Charities and academic organisations and ENA affiliates and associations are entitled to a 25% discount on all delegate passes. Once this type of pass has been selected the registration team will need to check that the relevant organisation is eligible for the discount and may request evidence of their business status. An email will then be sent to approve or decline their request for a discounted rate.

The fees are as follows. Prices are subject to VAT for UK-based delegates.

TICKET TYPE		Full Conference (30-31 October)
General Admission (non-ENA member)	Standard Fee	£150.00 + VAT
	On the day fee	£170.00 + VAT
Charities & Academic Organisations (incl. 25% discount) and ENA Associate/Affiliate	Standard Fee	£112.50 + VAT
	On the day fee	£127.50 + VAT
Students	Standard Fee	£20.00 + VAT
	On the day fee	£30.00 + VAT

The registration fee for 'Full Conference' entitles the attendee to the following:

- Access to all plenary, breakout and workshop sessions (30-31 October 2019)
- Delegate bag and badge handed out upon registration
- Tea and coffee in the exhibition hall throughout the duration of the conference (30-31 October 2019)
- Access to the Sponsor's Welcome Drinks Reception (29 October 2019)
- Free Wi-Fi at the conference venue

Please note: your registration fee does not include lunch throughout the duration of the conference or access to the Conference Gala Dinner (night of 30 October 2019).

#### **Gala Dinner**

The Conference Gala Dinner (30 October 2019) must be booked separately by visiting [www.lcniconference.org/gala-dinner](http://www.lcniconference.org/gala-dinner). Attendance at the dinner is by pre-booked ticket only.

## Low Carbon Networks & Innovation Conference 30-31 October 2019

### DELEGATE REGISTRATION TERMS AND CONDITIONS

#### **Payment**

Your registration fee must be paid using a debit or credit card (Visa, MasterCard or AMEX). Please note that foreign currency credit/debit card transactions will be processed in GBP Sterling and will appear on your statement as Low Carbon Networks and Innovation Conference 2019 Registration.

#### **Refunds**

Cancellation charges for registration fees are as follows:

- If cancelled by 29 August, 100% refund will be given.
- If cancelled by 29 September, 50% refund will be given.
- Post 29 September, there will be no refunds.

If a registered delegate is unable to attend the event, a substitute may be nominated or there is option to cancel. The lead Booker can do this by logging into the LCNI registration site at <http://www.cvent.com/d/7yq9sf/4W> for Full Conference delegates.

All modifications can be made up to Monday 29 October 2019. For changes after this date, please contact [LCNI@energynetworks.org](mailto:LCNI@energynetworks.org).

For those registering with passes as part of their exhibition or sponsorship allocation, please email [LCNI@energynetworks.org](mailto:LCNI@energynetworks.org) quoting the names, job titles, email addresses and any dietary requirements/allergies of those nominated as part of the allocation.

Exhibitors can refer to <http://www.lcniconference.org/exhibition/exhibition-overview.html> for more information. Further information about logging in and accessing the Exhibitor Management system will be available in August.

#### **Admissions**

Only pre-registered LCNI Conference delegates who are badge holders or visitors who register on the day will be able to attend the LCNI Conference.

Badge holders must not allow their badges to be worn by anyone else. Any failure to do so is likely to lead to the badge holder and the person wearing the badge being removed from the LCNI Conference.

Anyone obtaining a LCNI Conference delegate badge by theft, deception or other illegal means may be asked to leave the LCNI Conference.

Anyone attending the LCNI Conference must not take part in any canvassing, leafleting, demonstrations, objectionable behaviour or wear offensive apparel or be involved in any activity which may disrupt the LCNI Conference.

#### **Liability**

The Organisers reserve the right to change the content, timing and venue of the event and of any session. If for any reason outside the control of the organisers the venue changes or if the event is cancelled, the organisers may endeavour to reschedule the event but the organisers

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shall be under no obligation to make any refunds and shall have no further liability to the badge holders or conference attendees in respect of such cancellation or rescheduling.

Any opinions expressed or statements made by speakers or delegates at the event are in their personal capacities and are not made or expressed on the organisers behalf.

Except in the case of death or personal injury caused by our negligence or that of persons for whose acts or omissions we are legally liable, we will not be liable to you for any loss or damage of any kind, whether direct, indirect or consequential, which you may suffer at or in relation to the event.

### **Photography**

Official photographers will be taking photographs and filming videos at the LCNI Conference. Anyone attending the LCNI Conference consents to such photography and filming without compensation and confirms that the organisers or its members shall be entitled to use such photographs and videos, which may include photographs and videos of visitors, for the purpose of marketing the LCNI Conference in future, for exploitation in any and all media, without liability. No other photography or filming will be permitted at the LCNI Conference without the prior written approval of the organisers.

### **Badge Scanners (Organisers)**

At this year's conference the organisers will be using badge scanners to check attendance levels in conference sessions. This is to allow us to plan for next year's conference more effectively. The information will not be used to track where individual delegates go during the conference. We would ask you to allow conference staff to scan your badges going into any conference sessions.

### **Data Protection**

The data controller is Energy Networks Association (ENA). Information provided by you on this website and form will be processed by ENA for the purpose of organising your attendance at this event, post event feedback and future LCNI conferences only.

You can change this preference at any time by either contacting us by email at [LCNI@energynetworks.org](mailto:LCNI@energynetworks.org) or by following the unsubscribe link or opt-out link on a received email.

### **Cvent Registration**

Cvent are the designated registration provider for the event and gather registration data on behalf of ENA. Cvent follow a strict data protection policy.

### **Conference Breakout Sessions**

Please note conference breakout sessions are on a first come first served basis. Delegates are advised to arrive at their preferred sessions early to avoid disappointment.

## Low Carbon Networks & Innovation Conference 30-31 October 2019

### DELEGATE REGISTRATION TERMS AND CONDITIONS

#### **LCNI Mobile Application**

In support of the conference's sustainability principles, no paper programs are distributed at the event in favour of the LCNI 2019 app. The LCNI mobile app is free and available in web version and all Android and Smart phone app stores in August.

The web version can be viewed in internet browsers without downloading the application. This is especially applicable to Blackberry or Windows phone users.

See the app web version here: <https://crowd.cc/lcni2019>.

#### **Miscellaneous**

These terms and conditions are binding upon the delegate submitting a registration form. This agreement is governed by English law and subject to the exclusive jurisdiction of the English courts.