



Terms and Conditions

Any enquiries or requests for additional information, modifications and cancellations are to be communicated to MCI's Team by email ICPEACinfo@mci-group.com.

Registration fees deadlines

Early registrations will be accepted until midnight ET, Friday, May 19, 2023.

Should your registration remain unpaid on Friday, May 19, 2022, early registrations will be upgraded to the standard registration fee.

As of Saturday, May 20, 2023, standard registration fees apply for every new registration.

Registration modification and cancellation

For cancellations received prior to midnight ET, Friday, May 19, 2023, registration fees will be refunded less a service charge of \$100 CAD.

For cancellations received after May 19, prior to midnight ET, Thursday, June 1, 2023, fees will be 50% refundable. After this date, no refunds will be made.

Alternatively, until a badge is issued, the registration can be transferred to another person for an administrative service charge of \$50.00 CAD. Deadline for Registration Transfers: **midnight ET, July 11, 2023.**

An administrative service fee of \$50.00 CAD per registration will be charged for every registration modification, including a name change.

If, due to the COVID-19 pandemic, ICPEAC2023 is not able to hold an in-person Conference, in-person registrants will be transferred to a virtual registration and the fee difference will be refunded.

General Payment Conditions

All payments are to be made in Canadian Dollars. Taxes may increase without notice and any such change will be reflected in final rates.

Modifications, badge replacements, and new registrations made **on-site will require immediate payment.**



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 is required at time of registration. No confirmation, or visa invitation letter will be sent until payment has been received.

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

Methods of Payment:

Credit card: only Visa, MasterCard, and American Express credit cards are accepted.

Please note that the merchant's name that will appear on your credit card statement will be "ICPEAC23"

Bank transfer:

Attendee Name & ICPEAC
Name of Bank: HSBC Canada
Address: 601 West Broadway, Vancouver, BC
Transit number: 10090-016
Swift Code: HKBCCATT
Name of account holder: MCI Canada
Account number: 090-084233-004

Please email a copy of the bank confirmation to: ICPEACinfo@mci-group.com

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

Refunds will be made after the event, in accordance with the original payment method.

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>



General Conditions

COVID-19 conditions

Please consult the Government of Canada's COVID-19 travel, testing and borders [page](#) for current travel restrictions and requirements, particularly if you plan on travelling internationally to attend ICPEAC2023.

The current COVID-19 Restrictions for the Province of Ontario can be found [here](#).

The Shaw Centre's current COVID-19 safety requirements and protocols can be found [here](#).

Be advised that COVID-19 guidelines and rules may change as the situation evolves.

Insurance, release and waiver of liability:

It is recommended that registrants obtain adequate travel, health and accident insurance before departing from their respective country of residence. ICPEAC2023 and MCI, as event organizers, will not accept responsibility for personal injuries, or loss of, or damage to, private property belonging to the event Conference participants and accompanying persons. Registrants are required to inform themselves and to abide by local regulations accordingly.

Minimum age:

Individual registration to the Conference is limited to participants who are 16 years of age or older. Registrants under the age of 16 must be accompanied by a registered adult. Any attendance by any person who is under 16 years of age and is not accompanied by an adult is unauthorized and is in violation of these Terms and Conditions and will automatically result in the forfeiture of their registration. By registering to the Conference, you accept that identification and proof of age must be provided to Conference staff upon request.

By registering to the Conference you represent and warrant that you are 16 years of age or older or that you will be accompanied by a registered adult, and that you agree to and will abide by all of the Terms and Conditions of this Conference including the ICPEAC2023 [Code of Conduct](#).

Force majeure:

ICPEAC2023, MCI, event venue and event hotel(s) are not responsible for either the partial or total non-execution of the contract in the event of accident, natural disaster (either threatened or actual), war, curtailment or interruption of transportation facilities, threats or acts of terrorism, governmental travel or terrorism advisory, labour disruption due to strikes, lock out, civil disturbance, the issuance of a Travel Warning by the World Health Organization or any other cause beyond the parties' control which prevents the hotel(s) and /or venue from accommodating the clients of MCI for the event or if for the same reasons the event is cancelled by ICPEAC2023. The Organizers may at their entire discretion refund the delegate fee and/or service charge paid by any Delegate or Exhibitor, or part thereof, but shall be under no obligation to refund the whole or part of such Delegate fee or service charge, and shall be under no liability to the Delegate or Exhibitor in respect of any actions, claims, losses (including consequential losses), costs or expenses whatsoever which may be brought against or suffered or incurred by the Delegate or Exhibitor, as the result of the happening of any such event.



Photography/Videography Disclosure:

As a registered attendee of the Conference, you agree to grant permission for ICPEAC2023 and MCI to use your likeness in a photograph or video in any and all of its publications and presentations, including website entries, without payment or any other consideration; to authorize ICPEAC2023 and MCI to edit, alter, copy, exhibit, publish or distribute the photograph or video for purposes of publicizing ICPEAC2023 programs or for any other lawful purpose; to waive the right to inspect or approve the finished product, including written or electronic copy, wherein your likeness appears; and that these materials will become the property of ICPEAC2023 and MCI.

Visa:

Please refer to the Immigration, Refugee and Citizenship Canada ([IRCC website](#)) to learn about a temporary resident visa (visitor visa) and the process to apply for one. Please note that visa applications are considered on a case-by-case basis based on the information presented by the applicant. The onus is on the applicant to show that they meet the requirements for a temporary resident visa. While a special event code has been assigned to ICPEAC2023, it does not offer any advantage to the applicant, in terms of a positive visa outcome. The applicant must meet all the [eligibility](#) criteria in order to be granted a visa. [Processing times for visa applications](#) vary depending on the visa office and the time of the year. Participants are encouraged to check the processing times calculator for guidance, but generally it is recommended to apply at least **12 weeks** in advance of departure date to ensure that the registrant receives the visa in time for the start of the event.

Biometrics Expansion:

Since the summer of 2018, when applying for a visitor visa, study or work permit (except U.S. nationals), or permanent residence it is required to provide fingerprints and a photo. To facilitate repeat travel to Canada, applicants for a visitor visa, study or work permit will only need to provide biometrics once every 10 years. For additional information on whether or not a biometric is required, please refer to IRCC's [fast facts about Biometrics](#).

Electronic Travel Authorization (eTA):

Since November 10, 2016, visa-exempt foreign nationals must have an [Electronic Travel Authorization](#) (eTA) to fly to or transit through Canada. [Exceptions](#) include U.S. citizens, and travelers with a valid Canadian visa. Canadian citizens, including dual citizens, and Canadian permanent residents are not eligible to apply for an eTA.