

Translation Days by the Sea – Terms and Conditions

By settling the invoice and paying the conference fee, the conference participant (the “Participant”) earns the right to participate in the “Translation Days by the Sea” conference on 22–24 April 2016 at Schlossgut Schwansee, Germany. Translation Days by the Sea are organised by Ralf Lemster Financial Translations GmbH (“RLFT”); RLFT organises a conference programme on topics of relevance and/or interest to professional translators, yet does not guarantee that individual elements listed in the preliminary programme will actually take place. In particular, short-term cancellations on the part of individual speakers and presenters do not entitle the Participant to a partial or full reimbursement of the conference fee.

The conference fee is for one full and two half conference days, covering unlimited attendance of the conference programme, and includes accommodation at Schlossgut Schwansee (date of arrival: 22 April 2016; date of departure: 24 April 2016), in a single room; meals at the venue (dinner on 22 and 23 April 2016; breakfast and lunch on 23 and 24 April 2016) and transport to Schlossgut Schwansee from Lübeck on 22 April 2016/from Schlossgut Schwansee to Lübeck on 24 April 2016.

The conference fee amounts to EUR 680, excluding VAT.

Cancellation policy

RLFT shall reimburse the paid conference fee, taking into account the following handling and cancellation fees:

- No fees apply for cancellations until 15 January 2016
- 25% of the conference fee will be charged for cancellations until 1 March 2016
- 50% of the conference fee will be charged for cancellations until 31 March 2016
- No reimbursement for cancellations on or after 1 April 2016

Data privacy

RLFT shall use the personal data of the Participant provided with the registration for the conference only for the purposes of bookkeeping and organisation of the conference. To make it easier for all Participants to communicate and network, RLFT will provide all Participants with a List of Participants including name, business address, e-mail address and – if provided – website. **Participants who do not wish to be included in this list, please let RLFT know by 1 April 2016.**