

## General terms

### 1. Registration / Approval

A maximum of 250 participants can join the event "VPL Biennale 2019".

The registration is binding upon submission of the registration data. An invoice will be sent to the specified e-mail address. Participation in the event is approved when the invoice has been paid and our confirmation of participation has been sent to your e-mail address. If the bill is not paid within 2 weeks after the second reminder, the registration will be automatically canceled. After the 15th March 2019 onwards the registration will be canceled 1 week after the second reminder.

The host of the VPL Biennale 2019 is entitled to refuse a registration, in particular if the VPL Biennale 2019 is already overbooked. Applications will be accepted on a first come first serve basis of payment, if necessary a waiting list is will be started. You will be informed accordingly. There is no claim to participation. A refusal does not have to be justified.

Registration is personal.

As part of the registration process, the organizer requests personal data that is stored and processed (see data protection notice point 6). Necessary details (mandatory fields) are marked as such, all other information is voluntary. Registration is only possible with complete filling of the mandatory fields.

### 2. Event fee

The event fee cannot be reduced if you do not want to participate fully in the event. Travel and accommodation expenses incurred are to be endured by you.

### 3. Cancellation of the participants

In case of cancellation (after payment of the registration fee), a 50 € handling fee will be charged. For withdrawals after 31 March 2019, the full registration fee will be due.

### 4. Photography and Filming

Photography and/or filming may take place during the event.

The photographs and films could be used by the organizer for promotional purposes and may be published on the organizer's website as well as social media (facebook, youtube etc.) and circulated to the press and other media organisations for publication, transmission or broadcast.

### 5. Release of the created works

Considering the participant has created any (written or oral) contributions protected by copyright in the course of the VPL Biennale 2019 he/she hereby grant to the organizer all and any non-exclusive, but transferable rights, without limitation as to content, time and geographical area, to use and exploit the contributions in whole or in part; this includes the right to abridge such contributions, prepare summaries thereof (especially in the form of abstracts), combine such contributions with other contributions and to publish and distribute the contributions. More specifically, the organizer itself or acting through third parties is entitled to reproduce, publish, distribute and make available for download and/or in e-book format in connection with e-books in any paper or book format through the publishing house of the organizer and/ or third-party publishers on data media, on the Intranet of the organizer, and/ or online on the web pages of the organizer or third parties (without any limitation as to the number of editions or press run).

These rights are granted simultaneously with this consent and shall continue to apply throughout the duration of the copyright protection.

The organizer shall quote the participant's name and point out his participation in connection with the VPL Biennale 2019 in all publications

No fee will be paid to the participant.

### 6. Data privacy statement pursuant to Art. 13 GDPR

Registration for the VPL Biennale

#### 6.1 Information disclosure requirements pertaining to online registration for the VPL Biennale 2019

The following information is designed to provide an overview of our use of personally identifiable information (referred to below as "personal data" or "personal information") relating to for the VPL Biennale and of your rights as a data subject.

## **6.2 “Who is accountable for processing my personal data?”**

The Bertelsmann Stiftung  
Carl-Bertelsmann-Straße 256,  
33311 Gütersloh  
Germany  
datenschutz@bertelsmann-stiftung.de

Bertelsmann Stiftung is accountable for processing the information described below. “We” or “us” as used below is in reference to Bertelsmann Stiftung. We process personal information in accordance with the provisions of the European General Data Protection Regulation (GDPR) and the German Federal Data Protection Act (BDSG).

You can contact our data protection officer by post at the address indicated above by using the reference “Attn: Data Protection Officer”, or by writing to: datenschutz@bertelsmann-stiftung.de.

## **6.3 Why is my personal data being processed (designated processing purpose and what is the legal basis for this?)**

- In order for you to take part in the VPL Biennale, we need your contact details.
- When registering for events at which food is served, we may ask you about any allergies or food intolerance you may have. This health-related information entered by you is used exclusively for catering purposes during events.
- The legal basis for processing this information is for the purpose of performing a contract as set out in Article 6 (1) (b) of the General Data Protection Regulation (GDPR) and for communication required under the contract. Insofar as we obtain your consent to processing your personal data for optional data entries, Article 6 (1) (a) of the GDPR constitutes the legal basis for such data processing.

## **6.4.”Am I under an obligation to provide personal information?”**

In our business relationship with you, you must provide the information that is necessary for initiating and conducting an event and for performing the associated contractual obligations or for whose collection we are obligated under the law. Without this information we are not able to register you for the event.

## **6.5.”Who comes into possession of my personal information?”**

We do not share your information with third parties for advertising or promotional purposes

## **6.6.”How long is my personal information stored?”**

Information provided by you concerning food served at an event is deleted ten days after the event.

## **6.7 “What rights do I have with regard to my personal information?”**

You have the right at any time to request access to your personal information that is currently on file with us. If this information is incorrect or not up to date, you have the right to request that it be corrected. You also have the right to have your personal information deleted and/or its processing restricted as provided for in Art. 17 and Art. 18 GDPR. Where our processing by automated means of information provided by you is based on your consent or is the subject of a contract with you, you have the right to request a copy of this data in a structured, commonly-used, machine-readable format (right to data portability).

You have the right to lodge an objection to the processing of your information as provided for by Art. 21 GDPR.

You also have the right to lodge a complaint with the competent data protection authority. If you want to exercise any of your rights, or if you have questions of a general nature about data privacy as it relates to the events of Bertelsmann Stiftung, you can address these issues to the contact indicated in section 1 above at any time.

## **7. Additional Notes of Data Usage for Events of the Bertelsmann Stiftung/Participants list**

A participants list with name, job title, organization, city and country will be created and published only in connection with this event.