

Conference Rules

Application

1. Anyone **living in the EU and is between 18 and 28 years old** can apply for the conference. Exceptions can be made. Please contact us (conference@youthfuture.de) for this.
2. The applicant guarantees the Youth Future Project e.V. that the **data entered in the application form is correct.**
3. Due to reasons of community-building we prefer, that all participants are **available for the full duration of the conference**, and stay altogether in the Youth Hostel Bonn. If you are not going to sleep in the Youth Hostel Bonn or cannot attend the whole conference we cannot give you a reduction of the participation fee, the saved money will be put into our social fund for the scholarships.
4. Applications which cannot be accepted, because no further free seats are available, will be put on a waiting list. It is possible to get in until a few days before the opening of the Event. We will get in touch with you as soon as possible.

Conference fee/Payment

Please recognize, that the total costs of the event are around 1000€ per participant. This amount is the composition of the cost for accommodation, meals, speakers, project-support-program and so on. With the support of our partners (especially the German Environmental Foundation) we are able to cover nearly 80% of these costs. But nonetheless we need to ask you for a small contribution.

5. Your participation is just confirmed when you paid the conference fee.
6. The minimum conference fee is
 - **for "Early Birds" at least 115 Euro.** Early Bird season is from the 1st of May until the 31st May. After this time you can only get the normal ticket.
 - **From 1st of June onwards, the price for the normal ticket is at least 145 Euro.** This can be reserved from 1st of June on, until all seats are fully booked.
 - There is the possibility to apply for a **scholarship.**
 - Please ask yourself, if it would be possible for you, to pay more than the minimum fee. This enables financially weaker situated people to come to the conference as well.
7. **When you have applied** for the conference **before the 31st of May**, you will get a confirmation that you received an Early Bird Ticket around June, 3rd. This timeframe is given to European participants out of Germany for fairness reasons. After receiving this confirmation you have a period of 14 days to confirm your participation by paying the contribution to the bank account indicated in the confirmation letter. When you miss the timeframe your reservation on an Early Bird ticket is lost.
8. **When you have applied** for the conference **after the 1st of June**, the confirmations for receiving a normal ticket will be sent within a few days. To confirm your participation please pay your fee within 14 days to the bank account indicated in the confirmation letter.



9. If you have no possibility paying the fee via bank-transfer, but would like to pay in **cash** at the beginning of the conference, please shoot an email to karolin@youthfuture.de .

Cancellation

10. If you successfully applied for the conference, but cannot participate due to personal reasons, you can cancel your participation. The following rules apply for a cancellation:
- Please **send us your cancellation by email** to conference@youthfuture.de
 - If the cancellation reaches us **until the 31st July 2013** it is free of charge. If you already paid your fee you will get fully reimbursed after the conference.
 - If your cancellation reaches us **between August 1st and 15th**, we need to invoice 50 Euros. If you already paid your fee, the surplus will be reimbursed after the conference.
 - In case the cancellation reaches us *after the 15th of August*, we need to invoice the full fee.
 - If you don't attend the conference, and miss to send a cancellation, we need to invoice the full fee.
 - You have the possibility to find an interested person who wants to participate in the conference on your behalf. Please inform us (conference@youthfuture.de) about your progress. In case you find someone, no further fee becomes due. The new applicant is still asked to fill in the application form as well. We will check the application, and will get in touch with you soon.

Privacy

11. By sending the application you accept that the data given in the application will be saved in the Youth Future Project's database. The data will be treated confidentially and will not be given to third parties without your permission.
- a. Exception: With your confirmation you allow the Youth Future Project e.V. to **register your email-address to the Youth Future Project newsletter** and to **hand on your name, home country, and email address to the other participants** of the Youth Future Conference 2013 in order to enable a better communication among the participants.

Photo and Film

12. Our conference will be accompanied by a young film-team, shooting a documentary about our work. Once the documentary is finalized you will get a copy too! To create a colorful documentary we ask you for your **permission to take pictures and videos of you** during the conference.
13. If you do not want to be in photographs or videos please give us a hint **at the beginning** of the conference.

House rules of the Youth Hostel

By confirming your registration you accept the following **house rules of the Youth Hostel Bonn.**

- When leaving your rooms, please make sure that your cupboard and room doors have been locked.
- Valuable items can be given to us for safe-keeping (please ask at the reception). We cannot accept liability for any items lost or damaged in your room.
- **The consumption of food and drinks not bought on the premises (e.g. take-away food) is not allowed.** Any such food and/or drink found are confiscated and returned to you on your departure. There are, however, drink and snack-vending machines available as well as food is served in the bistro.
- The youth hostel door is locked at 1.00am and we ask you, in courtesy of the other guests, to be quiet after 10.00pm.
- The reception is staffed from 7.30 to 0.30. From midnight to 7.30am only the night porter is on duty. If for any reason he is not at the reception, please wait. He should return within approximate 15 minutes.
- When leaving, please put your used bed-linen into the container in the entrance hall and return your keys to the reception.
- The costs for lost keys are 75, 00 Euro.
- **Smoking is only allowed outside of the building. Alcoholic drinks will be served in the Bistro, and it is only allowed to consume them in the Bistro, the Lounge or at the terrace.**

Proviso

14. At all times we, the Youth Future Project e.V., reserve the right, due to special circumstances or if the organisation of the Event requires it, to change aspects of the content or format of the event.

Liability Disclaimer

15. The organizer, Youth Future Project e.V., gives **no liability for damaged, lost or stolen items.**
16. We strongly ask you to take care of your own and other participants' health during the conference. We do not take over liability for personal injuries. **We recommend taking out a travel health insurance** for non-German citizens.