

## TRAINING TERMS & CONDITIONS

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### Contract

By submitting the registration form, you agree to pay the registration fee upon receipt of the invoice. After registration you will receive a confirmation and an invoice with instructions on how to complete the bank transfer. Full prepayment is needed prior to the course.

### Cancellation Policy

All cancellations must be submitted in writing:

- Cancellations received **more than 14 days before** course: **100% refund** less bank charges & cancellation fee of CHF 50.00
- Cancellations received **7-14 days before** the course: **50% refund**
- Cancellations received **7 days before** the course: **no refund**

In case of no show, no refund will be made.

Please note that CTC reserves the right to cancel this course or to make minor alterations to the content and timing of the programme or to the identity of the speakers. In the unlikely event of cancellation, delegates will be offered a full refund. CTC will not, however, be held responsible for any related expense incurred by the participant.

### Transfer Policy

Subject to agreement from CTC Clinical Trial Consulting AG (CTC) prior to the course, the registration may be transferred to another person from the same company or organization at no extra charge. Updated registration information will be required.

Please note that CTC reserves the right to cancel this course or to make minor alterations to the content and timing of the programme or to the identity of the speakers. In the unlikely event of cancellation, delegates will be offered a full refund. CTC will not, however, be held responsible for any related expense incurred by the participant.

### Photography and Video Policy

By attending this training, you give permission for pictures, images etc. of you, captured during the training through video, photo, and/or digital devices, to be used by CTC in promotional materials, publications, and website and waive any and all rights including but not limited to compensation or ownership.

### Privacy Policy

At CTC, we are committed to protecting and respecting your privacy. To view our privacy policy, [click here](#).