



# Society for Terrorism Research (STR)

## Terms and conditions STR Conference 20-21 July 2023

The Centre for International Studies at ISCTE, University Institute of Lisbon, hereafter referred to as ISCTE, organizes the 15<sup>th</sup> annual international Society for Terrorism Research (STR) conference from 20-21 July 2023 in Lisbon, Portugal.

Registration is mandatory for all conference participants, whether they are presenting or attending. Please read these terms and conditions carefully. Questions may be directed to: [conferencestr2023@iscte-iul.pt](mailto:conferencestr2023@iscte-iul.pt)

### A. Registration agreement, registration process and payment methods

1. By registering for the STR Conference, the participant agrees to be bound by, and comply with, these terms and conditions.
2. The Conference Registration form constitutes a legally binding agreement.
3. Registration entitles the named delegate to attend the conference as outlined on the 2023 conference website.
4. Proof of status is required for all delegates claiming a preferential rate. They may be refused entry to the conference if they are unable to provide this when asked for.
5. Proof of identity may be requested of all conference attendees.
6. Registrants will be able to select the Early Bird registration fee (EU€180) up until 23:59 GMT May 31, 2023. If payment has not been received and confirmed by the STR Conference Committee by 23:59 GMT May 31, 2023, registrants will be charged the standard conference fee (EU€230). This applies to registrants using credit card payments that are incomplete for any reason.
7. The fee can be paid by credit card via the STR website or by bank transfer to ISCTE. Cash payments are not accepted.

8. Conference registrations will not be confirmed until the completed registration form and the payment in full is received and processed by the STR Conference Committee. Access to the conference will not be permitted if full payment has not been received.
9. If your registration is accepted, a confirmation email will be sent to you.
10. Registrants should obtain confirmation from the STR Conference Committee before making travel arrangements.
11. Accommodation costs are not included in the conference registration fee. Attendees are responsible for their own visa costs, travel expenses and their own lodging arrangements.
12. Capacity is limited to 200 attendees. Registrations will be handled on a first-come, first-served basis.

## **B. Cancellation policy**

1. A cancellation must be made in writing by sending an email to: [conferencestr2023@iscte-iul.pt](mailto:conferencestr2023@iscte-iul.pt)
2. Any delegate wishing to cancel their registration must notify the organizers before July 1, 2023 at the latest. After this date, we will not be able to refund your registration fee.
3. When you cancel your registration you will receive a full refund, minus a €50 administration fee, up to July 1, 2023. After this date, we will not be able to refund your registration fee.
4. Non-arrivals are liable for the full fee.
5. The STR Conference Committee reserves the right to change the conference fees at any time. This does not apply to those participants who already paid the early bird or regular fee.
6. Substitutions may be made at any time. If you wish to substitute a participant, please contact the STR Conference Committee at the earliest opportunity.
7. In the event of fire, flood or without limit other causes that the STR Conference Committee reasonably believes to be substantial or that are beyond the control of the committee, the STR Conference Committee reserves the right to change the times, dates and the venue of the conference, without incurring any liability whatsoever to the participants.

## **C. STR Conference program**

1. The conference program is subject to change.
2. Any major changes to the conference plans occurring less than 5 working days before the date that the conference begins will be sent to the delegates by email. Any major changes prior to that date and any other changes will be deemed to have been communicated to the delegates if placed on the conference website.
3. Where major or significant changes occur shortly before the conference date, the organizers will endeavor to take reasonable steps to notify the delegates using the contact details supplied by them. However, any such changes and any other changes will be deemed to have been sufficiently notified to the delegates if placed on the conference website and social media (Twitter and/or Facebook). It is the delegates' responsibility to remain apprised of updates about the conference by frequently visiting relevant webpages and Twitter feeds.
4. No recording, videotaping or photographing of the conference proceedings by any means is permitted without prior agreement in writing from the conference organizers and any recording, video or photographs made without such permission shall be deemed to be the property of the organizers. This shall not be interpreted as preventing delegates from making reasonable records of the conference and their participation in it for academic, business and social reference, but any publication of such materials other than for the purposes of providing feedback to their employers or sharing knowledge with colleagues, shall be covered.
5. All social events and workshops have a limited capacity. Please ensure you submit your registration in time to prevent any inconvenience.

#### **D. Proposals for papers**

1. By submitting a paper proposal you certify that the attached document is your original work. No other person's work has been used without due acknowledgement in the text of this document.
2. All papers will be reviewed by our STR Conference Committee. No enquiries can be made about the result.
3. Selected papers are only presented by the author himself/herself or his/her co-authors. Please let us know in due time about these details.
4. Deadlines for the papers for the STR Conference are as follows. Please remember that papers submitted by email after the paper deadline will not be reviewed for submission:

- Papers/Symposia 14 April 2023
- Notification of acceptance 24 April 2023
- Early Bird Conference Payment 31 May 2023
- Registration deadline 1 July 2023

#### **E. Personal information**

1. Please note that participants' contact details will be stored in the ISCTE database, which will only be used by ISCTE. ISCTE does not record or store credit card information.
2. Attendees' names and their affiliation institutions will be included on name badges as will paper givers' names and their affiliation institutions on the program.
3. The email addresses will also be used to circulate last minute details and announcements of future STR events.
8. If you would like your record to be deleted after the conference, please notify the STR Conference Committee by email ([conferencestr2023@iscte-iul.pt](mailto:conferencestr2023@iscte-iul.pt)).

#### **F. Personal property and insurance**

1. ISCTE and the STR Conference Committee cannot accept any liability for personal injuries or for loss or damage to property belonging to the delegates, either during, or as a result of conference attendance. Please check the validity of your own personal insurance before travelling.
2. Participants are responsible for taking out appropriate insurance coverage in connection with their attendance at the STR Conference. When the participant is travelling from outside the host country, appropriate travel insurance should be purchased independently and in advance of any travel or travel bookings.
3. Participants are required to have health insurance to cover any medical costs they may incur during their stay. Neither ISCTE nor the STR Conference Committee will cover any of these costs. Attendees of the STR Conference are strongly advised to take out a health insurance policy before arriving in Portugal.

\*The above-mentioned terms and conditions are subject to change without any prior notice.