



9. BIBLIOTHEKSKONGRESS 2025

#BibliothekenEntschlossenDemokratisch

24. – 27. Juni 2025, Bremen

GENERAL TERMS AND CONDITIONS

1. Preliminary Remarks*

K.I.T. Group GmbH Association & Congress Management (hereinafter referred to as "K.I.T. Group" or "Organiser") is the Professional Congress Organiser (PCO) of the 9th Library Congress, taking place from June 24 to June 27, 2025, in Bremen. The event will take place as an attendance event. The PCO supports the Congress Secretariat and is responsible for the organisation and implementation of the event including program coordination, abstract management, registration, sponsorship, and exhibitor organisation.

These terms and conditions apply to any person attending the 9th Library Congress from June 24 to June 27, 2025, in Bremen, (hereinafter referred to as "Congress").

*For reasons of readability, these General Terms and Conditions refrain from using gender-specific formulations. Insofar as personal terms are only used in the masculine form, they expressly refer to all genders in the same way.

2. Congress fees and Registration

Registration for the Library Congress is available online 24/7 during the registration periods. The fees apply to the following periods:

Early Registration: Until April 11, 2025, 11:59 PM
Late Registration: From April 12, 2025, 12:01 AM

All registrations must be completed online and are only confirmed after full payment has been received. If payment is received in a different registration period, the applicable fee will be determined based on the payment date. Any resulting differences must be settled by the participant. Participation without full payment of the applicable fee is not permitted.

Registration during the Congress is also possible online or on-site at the registration counters during their opening hours.

Registrations are considered valid only if the online registration is complete and the fee is fully paid within the due period. Online registration is finalized by clicking the "Register and Payment" button at the end of the online form.

Should the maximum number of participants be reached, the Organiser reserves the right to refuse further registrations.

The minimum age for Congress registration and participation is 18 years.

The registration fees include:

- Access to and participation in all scientific and public program items of the Congress as well as the opening and closing events.
- Access to and participation in the streamed program of the Congress.

3. Reductions

Trainees, students (including those on part-time courses of study), participants in professional training courses, trainee teachers, unemployed and pensioners are eligible for reduced rates. Proof of eligibility, valid at the time of registration and for the duration of the event, must be submitted with the registration. If no proof is submitted, the regular Congress fee without discount will be charged.

Press representatives may register for free by submitting a copy of a current press card.

4. Group Registration

Registrations for more than ten people will be processed separately as a group booking. Please contact the K.I.T. Group registration department at registrierung-bid-kongress@kit-group.org. Any unused pre-paid amounts for registrations during pre-registration may be used for on-site registrations. Fees for badges paid for but not used (within the mentioned deadlines) will not be refunded.

Only fully completed group registrations (including participant names, individual email addresses, and postal addresses) will be accepted. The Organiser is not responsible for duplicate registrations by individual group members.

5. Name Badge

Participants registered by June 22, 2025, and who have paid in full will receive a booking confirmation with their personal QR code. This confirmation must be brought to the Congress to print the name badge at the "Participant Badges" terminals at the entrance.

Other participants will receive their badges on-site at the registration counter.

6. Payment Methods

The registration fee must be paid in advance in EUR, including the applicable VAT. The following payment methods are available:

a) Credit card (Visa, Master/Eurocard, American Express)

b) Bank Transfer

Account holder: K.I.T. Group GmbH, Kurfürstendamm 71, 10709 Berlin (Germany)

Bank: Commerzbank AG, Kurfürstendamm 237, 10719 Berlin

IBAN: DE66 1008 0000 0514 0018 04

SWIFT CODE: DRESDEFF100

Reason for payment: BID2025, Name, Participant Number

Any transfer fees must be fully covered by the participant. Transfers with unpaid fees will be considered incomplete and unpaid.

7. Confirmation/Payment Receipt

Confirmation of registration will be sent via email once the Organiser's registration department has received the completed online registration form and full payment.

8. Certificate of Attendance

All persons who have participated in the 9th Library Congress will receive an e-mail with the certificate of participation after the congress

9. Change of name/Replacement person

A processing fee of €15.00 will be charged for name changes to existing registrations. In addition to the new registration form, proof of eligibility for the reduced fee is required for the person, if booked. Without such proof, reductions cannot be considered and the participation fee valid at the time of booking will be charged. Name changes or the nomination of replacement persons can only be made up to and including 22 June 2025, stating the full participant details.

10. Lost Name Badge

The name badge must be always worn by all participants during the Congress. No access to the Congress premises can be granted without a name badge. A processing fee of €15.00 will be charged for reissuing lost or forgotten name badges. The original name badge will thereby lose its validity.

11. Change from Physical to Virtual Participation or Vice Versa

Changes from physical to virtual participation can be made until May 10, 2025, with the fee difference refunded to the payment method used at the time of booking.

For changes from virtual to physical participation, the difference between the already paid amount and the applicable fee at that time will be charged. An early bird fee still applies even after the change. A processing fee of €15.00 will be charged for each change.

12. Cancellation conditions

Any changes or cancellations to registrations must be made in writing (email) to the Organiser: K.I.T. Group GmbH, Kurfürstendamm 71, 10709 Berlin, registrierung-bid-kongress@kit-group.org

The following cancellation policy applies:

- a) For cancellations made **by May 10, 2025**, a processing fee of 50% of the affected fee will be charged.
- b) For cancellations made **from May 11, 2025**, the full fee will be charged, and no refund is possible.

In case of payment by bank transfer, the notification of cancellation must include the bank details for a possible refund of the registration fee. In case of objection and self-inflicted return debit note, an additional processing fee of € 35.00 incl. VAT will be charged.

Requests for refunds must be made in writing no later than 14 days after the event. Any later request can no longer be considered.

13. Non-Attendance

No refunds will be issued for registration fees due to non-attendance or inability to participate, regardless of the reason.

14. Congress Party

Participation in the Congress party is reserved for Congress participants. Each participant may book only one ticket. Tickets are limited, and the Organiser reserves the right to decline additional bookings once the capacity is reached.

The ticket/voucher for the Congress party will be printed together with the participant badge upon booking and full payment.

a) Cancellation Policy for Congress Party:

- Cancellation from 23 June 2025: 100% of the fee
- Refunds are not possible in the event of no-show, illness or early departure

15. Program Change

The Organiser reserves the right to change the program at any time in terms of time, location, subject matter, and content (to the program schedule, the naming of speakers, the technical environment, program duration, etc.). There shall be no entitlement to holding a specific event, for a specific duration of the event or the imparting of specific content. Changes to the program do not give rise to any right of withdrawal on the part of the registered persons, provided that the event's character as a scientific training event in the stated specialist area is not affected by the changes.

16. Cancellation, Cancellation or Conversion of the 9th Library Congress

If the event cannot take place or is postponed, or if the organizer is prevented from fulfilling its obligations in connection with the event through no fault of its own due to external, unforeseeable events for which it is not responsible ("force majeure"), or if circumstances arise which could not have been foreseen and of which the organizer would not have concluded this contract under these terms and conditions had it been aware and the elimination of which is not possible by economically reasonable means ("hardship"), the organizer shall have the right to cancel the event immediately after the aforementioned circumstances become known and/or to terminate the event without any liability and shall be released from its obligations to the participants. Any claims against the organizer for reimbursement of costs or expenses (e.g., transport or accommodation costs) are excluded.

This also applies to the cancellation of the 9th Library Congress due to the regulations, laws, ordinances, and other decrees applicable at the time of cancellation in connection with health-related situations.

In the above cases, the Organiser reserves the right, if possible, to convert the event completely into a digital format, to hold it and to have it take place on the known event dates. In this case, all participants with a completed registration will automatically remain registered for the digital event and any Congress fees already paid will be credited in full. Fees paid for special events such as the social program and/or city tours will be refunded.

If you do not agree, you can declare your withdrawal from participation in the digital Congress in writing to registrierung-bid-kongress@kit-group.org within 10 working days after publication of the conversion decision on the Congress website. The date of receipt of your declaration by the Organiser is decisive for compliance with the deadline.

Persons with confirmed and paid registration will be refunded the fees already paid within 30 working days after the originally scheduled event date. The refund amount is limited to 75% of the payment made. A balance of 25% of the payment made will be used as a processing fee to cover the costs incurred in connection with your registration.

This regulation on reimbursement applies equally if the Congress cannot take place either on-site or digitally for the reasons stated in approach 1 and must be cancelled completely. Further claims for damages or reimbursement of expenses (preparation costs for Congress participation) are excluded on all sides.

17. Hygiene and Safety Regulations / House Rules

Participants are obliged to inform themselves about the currently valid regulations, laws, ordinances, and other decrees that apply in connection with health-related situations before participating in the event. Furthermore, participants are obliged to comply with the hygiene and safety measures and concepts issued by the event venue and/or the organisers.

By entering the venue, each participant recognises the venue's house rules, which can be viewed at the registration desk. The participant is aware that the consumption of food and beverages brought to the event is not permitted. In particular, the participant acknowledges that local dietary restrictions or regulations may restrict the catering on offer.

18. Data Protection and Disclosure of Personal Data

Personal data of the participants will be processed during the registration and the implementation of the Congress. All personal data will be processed in accordance with the applicable data protection regulations, in particular, the EU Data Protection Regulation DSGVO (Regulation (EU) 2016/679) and the Federal Data Protection Act (BDSG).

Personal data is not passed on to third parties unless the conditions of Art. 6 (1) lit a-f DSGVO apply (a) explicit consent, (b) performance or conclusion of a contract, (c) performance of a legal obligation, (d) protection of vital interests of the data subject or another natural person, (e) public interest or exercise of official authority, (f) legitimate interest of the controller and balancing of interests.

In the context of participation in the Congress, personal data may be processed by companies based in third countries without an adequacy decision by the EU Commission. The participant consents to this data processing insofar as necessary for his/her participation and the full use of the Congress services, acknowledging that the assertion of rights under data protection law and the possibility of lodging complaints may be restricted or made more difficult.

If, during the digital event part of the Congress, participant data is processed in the form of transmission to the platform operator when using a digital event platform, this is done within the framework of a concluded commissioned processing agreement.

Further details on data processing, your rights as a data subject to the information, objection, revocation of consent, blocking and deletion of personal data, and access to personal data and how to contact the data protection officer, can be found in the [data protection information](#).

19. Congress website and its use

Unless expressly stated otherwise or recognisable from the circumstances, all content displayed on the Congress website is the property of K.I.T. Group. Each participant with completed and confirmed registration is authorised to view any part of the Congress website and to copy or download content, if it is used exclusively for personal or non-commercial use and does not infringe the rights of third parties. Any other reproduction of the contents of the Congress website requires the approval of the organiser in all cases.

20. Image, sound and/or video recording at the Congress

The organiser may use image, film, and sound recordings and/or recordings of the participant or participants made during 9th Library Congress for educational purposes. This material may be passed on and published by the organiser without any claim to remuneration in the context of public reporting or used in social networks about 9th Library Congress. The participant expressly consents to the use of his/her image, sound and/or text material recorded at the event for publications and

communications about 9th Library Congress in accordance with applicable law, waiving any remuneration or claims to remuneration. Consent may be revoked at any time in text form (e-mail) to the organiser:

K.I.T. Group GmbH, Kurfürstendamm 71, 10709 Berlin, Fax +49 30 24603 200, registrierung-bid-kongress@kit-group.org

Further information can be found in the [data protection information](#).

21. Viruses or other technical malfunctions; blocking of access; disclaimer of warranty

All reasonable efforts will be made to ensure that downloadable content is virus-free. The organiser cannot accept liability for any damage resulting from viruses affecting third-party computer systems which originate from this website. The organiser cannot guarantee trouble-free use of the Congress website. Any claims for damages in this respect are excluded.

Access to the Congress website and the associated digital offers can be blocked temporarily or permanently if there are concrete indications that the participant is violating or has violated these GTC and/or applicable laws or if the organiser(s) has/have another justified, substantial interest in blocking access. The legitimate interests of the participant shall be given due consideration in the decision to block access.

The organiser does not guarantee the adequacy, accuracy and/or completeness of any information published in connection with Congress. Furthermore, the organiser does not guarantee uninterrupted and/or error-free access to the Congress websites. The organiser shall remedy such interruptions as quickly as possible using economically reasonable means. In all other respects, the regulations from the area of connectivity or technical issues shall apply.

22. Industrial property rights (trademark, copyright, and related rights)

All works, all content and all brands and trademarks at the venue, on the Congress website and/or - in case of use - on a digital event platform remain the property of their respective owners and are used for identification purposes only. The works, content and compilations published by the providers at the venue, on the Congress website and/or the digital event platform are subject to the applicable copyright laws.

Duplication, processing, distribution, and any kind of exploitation outside the limits of copyright law require the written consent of the respective author or creator. Downloads and copies of this Congress website are only permitted for private use. Commercial use of the contents is prohibited without the consent of the author. Insofar as the content on this Congress website was not created by the operator, the copyrights of third parties are respected. Contributions by third parties are marked as such on the Congress website. Should a copyright infringement nevertheless occur, the organiser requires appropriate notification. The content will then be removed immediately.

23. Liability

K.I.T. Group shall be liable within the scope of due diligence in accordance with the statutory provisions. The liability of K.I.T. Group is limited to intent and gross negligence. The liability for damages caused by commissioned third parties shall remain unaffected. Participants participate in the Congress and all associated events at their own risk.

24. Place of fulfilment and jurisdiction

The place of fulfilment and jurisdiction is - as far as legally permissible - Berlin.

The law of the Federal Republic of Germany shall apply to the exclusion of the UN Convention on Contracts for the International Sale of Goods.

25. Requirement of written form, severability clause and reservation of right of amendment

These General Terms and Conditions will always be adapted to the statutory provisions. In the event of amendments and/or additions that affect essential parts of these General Terms and Conditions and significantly change the rights of the participants, the participants concerned will be informed separately and given the opportunity to give their consent.



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