



Delivering Energy for Life

[www.liquidgasweek.com](http://www.liquidgasweek.com)



## REGISTRATION TERMS & CONDITIONS

MCI Benelux (headquartered at Avenue des Arts 47, 1000 Brussels, Belgium) has been entrusted by the World Liquid Gas Association with the general logistics and organisation of Liquid Gas Week 2025, further referred to as “the Event”, to be held from 22<sup>nd</sup> to 26<sup>th</sup> September 2025 in Rio de Janeiro, Brazil. MCI Benelux may also be referred to as “The Organising Secretariat” here below.

By registering to the Event, participants (hereinafter “participant” or “participants”) are signing an agreement with MCI Benelux SA, for and all participants are requested to read and acknowledge the Terms & Conditions below.

### EVENT SECRETARIAT

All registration related inquiries should be sent to the Registration Secretariat at [registration@liquidgasweek.com](mailto:registration@liquidgasweek.com).

### REGISTRATION & FEES

Participants are required to register via the online registration platform. All fees are in EURO. VAT is not applicable to registrations, except for attendees from Belgium, where a 21% VAT will be applied.

Registration fees are published here: <https://www.liquidgasweek.com/registration-2025>

On-site registrations require immediate payment by credit card. Any modifications of your registration package during the event will also require immediate payment at the registration desk by credit card.

### Registration fees deadlines

- From 3<sup>rd</sup> April to 2<sup>nd</sup> May 2025, 23:59 CEST, Super Early Bird Rate registration fees apply.
- From 3<sup>rd</sup> May to 11<sup>th</sup> July 2025, 23:59 CEST, Early Bird rate registration fees apply.
- From 12<sup>th</sup> July to 21<sup>st</sup> September 2025, 23:59 CEST, Standard rate registration fees apply.
- As of 22<sup>nd</sup> September 2025, Onsite registration fees will apply.

### Social Events

The Copacabana Soul Dinner on Wednesday, 24<sup>th</sup> September is included in the price for certain registration categories (Exclusive Intelligence Pass, Intelligence Pass, Government Pass, Spouse Pass). However, access to this event can only be guaranteed if you register for this option during the registration process. Should there no longer be availability for this dinner, the registration rate will remain unchanged and will not be modified or discounted.

## METHODS OF PAYMENT & PAYMENT CONDITIONS

Upon registration you will receive an invoice which acts as a binding contract and for which full payment is requested.

The below payment and cancellation conditions apply:

- No discount will be provided in case of early settlements.
- Full payment of the applicable registration fee (Credit Card and/or Bank transfer) is requested before the end of the rate deadline.
- Each group must make a single payment for all registered participants. Individual payments for portions of the group's expenses (e.g., hotel, registration fees) will not be accepted.

An event badge will be provided/printed only upon full payment of the registration fee.

The Organisers reserve the right to cancel registrations for which no payment has been received.

The online registration platform is a secured site. Major credit cards (VISA, MasterCard, American Express) are accepted. **Payments made by bank transfer are only accepted until to Friday 29<sup>th</sup> August 2025 23:59 CEST.**

Confirmation of payment for credit card transactions will be provided upon completion of the registration process. Participants will receive a confirmation email that includes a link to their digital invoice. If a confirmation email is not received, participants are advised to contact the Liquid Gas Week Secretariat at [registration@liquidgasweek.com](mailto:registration@liquidgasweek.com). In the event of a declined credit card payment, participants are encouraged to reach out to their credit card issuer to determine the cause. The event payment gateway provider is Stripe.

### **PAYMENT BY BANK TRANSFER (possible until to Friday 29th August 2025 23:59 CEST)**

Upon completion of the registration process, an invoice will be generated for payments made by bank transfer. Participants will receive a confirmation email that includes a link to their digital invoice. If a confirmation email is not received, participants are advised to contact the Liquid Gas Week Secretariat at [registration@liquidgasweek.com](mailto:registration@liquidgasweek.com).

#### **Payment reference mandatory information**

- **Participant's last name**
- **Reference number**

**Bank transfers without this information will not be traceable and thus not be accepted.**

You will receive a confirmation email once we receive your payment. If you do not receive our wire transfer confirmation, it may be because we could not identify your payment. In this case, please contact us at [registration@liquidgasweek.com](mailto:registration@liquidgasweek.com).

#### **Bank details:**

Beneficiary Name: MCI Benelux SA

Bank Details: ING – Avenue Marnix 24, B-1000 Brussels, Belgium

Account number: 363-1212672-18

IBAN Code: BE50 3631 2126 7218

BIC Code: BBRUBEBB

Payment by bank transfer must be received before **Friday 29<sup>th</sup> August 2025 23:59 CEST**, after this date **this payment method will no longer be available, and you can pay by credit card.**

## INVOICE

Participants will receive an invoice upon completion of the registration process.  
Invoices are issued based on information provided in the payment page of the registration process.

## **REGISTRATION CANCELLATION, MODIFICATION & REFUND POLICY**

All registration cancellation requests should be sent by email to the Liquid Gas Week Secretariat at [registration@liquidgasweek.com](mailto:registration@liquidgasweek.com).

The below cancellation and modification conditions apply:

- No refunds are possible for modification from in-person to virtual registration.
- No refunds are possible for any registration cancellations.
- An administrative handling fee of 50 Euros per registration will be charged for any modification, including name change (registration transfer) and cancelation of a double registration.
- An administrative fee of 80 EUR will be charged for the reprint of the badge after identity verification (passport, driving license or other recognised identification documents) if a badge is lost or forgotten onsite.
- Non-obtention of a visa is not a valid reason for a refund; if your visa application is declined by the authorities, the cancellation conditions will apply, and the registration fees will remain non-refundable.

## **ACCOMMODATION CANCELLATION, MODIFICATION AND CANCELLATION**

Please be aware that refunds cannot be guaranteed for hotel cancellations, changes to reservations, or no-shows.

## **MODIFICATION & CANCELLATION OF LIQUID GAS WEEK**

The Organiser reserves the right to modify the Liquid Gas Week programme, which is published as an indication only.

In the event of cancellation or postponement of Liquid Gas Week, at any time, as a result of any event of 'force majeure' or for other reasons that are beyond the control of the Organiser, the registration fee shall be refunded. A 50 € admin fee (excl. applicable VAT) will be withheld.

The Organiser shall not be held liable for any other costs or losses incurred, such as transportation costs, accommodation costs, financial losses, etc.

In case the event is postponed to another date, the registration will be automatically deferred and valid for the new date at the same applicable rate. In case the participants are not able to attend the event with the new selected date or prefer to be reimbursed, participant should inform the event secretariat by sending an email to [registration@liquidgasweek.com](mailto:registration@liquidgasweek.com) no later than 30 days after the official announcement. In case the participant decides to register after having been reimbursed, the new applicable rate will apply.

## **USE OF MATERIAL**

Without any prior consent from the Organiser, participants may not: reproduce, copy or translate the event materials; create derivative works from the event materials; modify the Event materials; or commercially exploit the Event materials. All information collected through the registration process by the Organisers can be used for marketing purposes.

## **PHOTOS & VIDEOS**

Filming and photography will take place during the Event. Unless explicitly communicated in writing to [registration@liquidgasweek.com](mailto:registration@liquidgasweek.com) you consent to the use of your image and likeness in marketing and films (now and in the future) and to waive any right to compensation or remuneration. However, to help

ensure the privacy of individuals, images will not be identified using full names or personal identification information without written approval from the photographed subject.

During such events individuals often take photographs or make videos on their phones. The Organiser is not responsible in policing this practice but would ask any participant who plans to do this to seek permission from fellow Event attendees.

## **VISA AND DOCUMENTATION REQUIRED TO TRAVEL TO THE COUNTRY OF THE EVENT**

Entry and VISA information is available at:

It is recommended that you plan your travel in advance and apply for your visa 4-6 weeks in advance, should you need one. The Organisers are NOT responsible for arranging visas. However, during your registration process you can indicate if you wish to receive a visa invitation letter. Visa invitation letters are only sent upon request via the registration platform and solely upon full payment of the registration fees. Should your visa application be declined by the authorities, registration fees are non-refundable, and cancellation conditions will apply.

## **LIABILITY**

In the case of government intervention or regulation, military activity, strikes or any other circumstances that make it impossible or inadvisable for the Event to take place at the time and place as announced, the participant shall waive any claim for damages or compensation except the amount paid for registration after deduction of actual expenses incurred in connection with the Event and there shall be no future liability for either party.

## **DISCLAIMER & FORCE MAJEURE**

The Organiser shall not be deemed responsible for any bodily injury/death or property damages (including theft) sustained by participants during the Event, unless such damages are a direct result of the negligent or unlawful act or omission thereof.

In any event, the Organiser does not accept liability for damages in the event of bodily injury/death, property damage, disruption to travel plans and costs incurred because of force majeure.

Force majeure reasons include but are not limited to war or threat of war, riots, civil strife, terrorist activity, industrial disputes, natural or nuclear disaster, adverse weather conditions, epidemics, pandemics, health risks, fire and closure of airports or airspace.

## **EVENT RULES & REGULATIONS**

Whilst participating in the Event, you are required to comply with any policies or directions (such as but not limited to security, health, and safety regulations) in force at the time of the Event, given by the Organiser or MCI or any other relevant third party, including the person responsible for the premises where the Event takes place or any competent authority.

Participants are requested to wear their badge at all times. Badges are strictly personal and may not be transferred to another person, nor modified.

The Organiser nor MCI accept any responsibility for any belongings that participants bring at the Event. Any loss or damage to such belongings is at the participant's own risk.

## **DATA PROTECTION & PRIVACY POLICY**

The European General Data Protection Regulation (EU GDPR) entered into force on 25th May 2018 and involves some additions to the protection and privacy of Participants.

The Organiser and MCI take your privacy very seriously. The Data Protection and Privacy Policy can be consulted [here](#)

For any questions regarding the Data Protection and Privacy Policy, Participants are invited to contact the Data Protection Officer at the following e-mail address: [privacy@mci-group.com](mailto:privacy@mci-group.com).

**DIETARY REQUESTS**

In case of dietary restrictions please inform the Organising Committee at during the registration process. We will do our best to accommodate your request. For any questions or concerns, please reach out to [registration@liquidgasweek.com](mailto:registration@liquidgasweek.com).

**GOVERNING LAW**

Any dispute resulting from the above terms and conditions will be subject to the law of Belgium, and by accepting these terms you are submitting yourself to the exclusive jurisdiction of the courts of Belgium.