



BCLA Vision

Terms and Conditions of Delegate Registrations

It is mandatory for all delegates registering for BCLA Vision to declare their understanding of these terms and conditions before they complete their registration. You will be required to confirm this at the time of your online pre-registration at www.bcla.org.uk.

You can also find answers to frequently asked questions online at www.bcla.org.uk. If you have any other event queries, or can't find what you need online, contact events@bcla.org.uk

DELEGATE REGISTRATION

Pre-registration for this event is mandatory. All conference bookings must be made online at www.bcla.org.uk. The last day to register for the conference is 9AM (GMT) 3 November 2021. No registrations will be accepted after this date and time.

Existing Registrations: For those who registered for the BCLA Virtual Clinical Conference in June 2021

If you booked either a Live Streaming Package or a Conference Plus Package for the June 2021 Virtual Clinical Conference, then you DO NOT need to register for this event. Online access to the live stream of BCLA Vision is included in your existing delegate package; your existing registration will be automatically transferred, and you do not need to action anything. BCLA will contact you via email closer to the time of the event with further information about accessing BCLA Vision content.

New Registrations: For those that did not register for the BCLA Virtual Conference in June 2021, but wish to attend BCLA Vision

You need to be a member of the BCLA to automatically qualify for preferential rates. Please ensure that you **log in first** using your existing username (email address) and password to ensure you pay the correct delegate rate.

To qualify for a 'member' rate you must have a valid BCLA membership subscription at both the time of booking and at the Conference itself. Any person who registers for the Conference at the 'member' rate and does not renew their membership will be charged the difference in Conference fees to a 'Non-Member' rate.

If you have any of the following BCLA membership subscriptions (must be valid both at time of booking and at the conference itself), you are eligible for the member loyalty discount*:

- Full Membership
- Retired Membership
- Affiliate Online Membership
- Newly Qualified Membership
- Pre-reg Student Membership
- Student Membership
- Overseas Student Membership



*the value of the discount varies between membership categories.

Non-members are very welcome to join us, however, you will not be able to take advantage of the member loyalty discount.

If you are not a BCLA member but would like to advantage of the BCLA member discount, please [join](#) first and then resume your conference booking. Do not create multiple accounts if you already have a BCLA profile. Contact membership@bcla.org.uk if you require assistance with your subscription or need help accessing your account.

Trainee CLO's are eligible to receive the member discount but must first become a Pre-reg member of the BCLA. Any Trainee CLOs that currently have a free Student BCLA Membership will need to upgrade to BCLA Pre-Reg Membership. Trainee CLO's who do not wish to join as a member of the BCLA will be required to pay the non-member rate to attend the conference.

All delegate packages will be charged in Great British Pounds (GBP). If your home currency is not GBP, then the cost of your package will be automatically converted to your local currency by your bank. The rates published on the BCLA website are for guidance purposes only; the actual rate charged will be based on the currency conversion rate at time of booking.

The cost of your delegate package must be settled via the secure online booking system. BCLA accepts payment of individual delegate packages by card payment only. Note that we no longer accept AMEX payments. We also do not issue invoices or accept bank transfers or cheque payments for delegate registrations. If an employer is covering the cost of your registration fee but you do not have a card payment option from your organisation, then please use a personal form of payment and claim reimbursement from your employer using the booking confirmation e-mail and/or booking receipt which you can print from your BCLA profile on the BCLA website as proof of purchase.

There is no facility online to book multiple colleagues at the same time. Only one conference booking can be processed per account, therefore each delegate will need to register themselves individually. If you are registering on behalf of a colleague, you will need the account holder's permission to access their account in order to process their registration online. This will need to be done for each person you are registering on behalf of. Step by step instructions on how to process individual registrations can be found on the online booking page.

Promotional Codes

If you have a discount code, you must enter it at point of checkout when processing your online registration. You must enter the code before inputting your payment details by entering your code in the 'Promotional Offer' box on the checkout page and by clicking 'apply'. Please note that your final receipt will show the total cost paid after the discounts have been applied. The discount code reference will not appear on your final receipt. You will not be able to redeem vouchers under any circumstances once your conference registration has been completed. A maximum of one code per customer at any given time. Promotional offer cannot be used in conjunction with the group booking discount. Please ensure that you read the separate terms and conditions of any given code before using.



Packages

If you did not register for or attend the BCLA Virtual Conference in June 2021, but wish to attend BCLA Vision, then you will be required to register for the event. Please see below for more information about the available conference package:

Live Streaming Package

- Online access to the live stream of the main lecture track at BCLA Vision
- Interactive CET points for online sessions attended
- Access to the virtual exhibition
- Opportunity to attend an online workshop/peer review session*
- Access to the video library of all recorded conference lectures (post-event)

*Spaces are limited and will be allocated on a first come first basis at the live event.

Refund and Cancellation Policy

Any cancellations made by the delegate must be confirmed in writing to the BCLA by emailing events@bcla.org.uk. Refunds of fees, less a 30 per cent administration fee charge, may be applied for until 7 October 2021. After this date no refunds will be made. Refunds, as per terms above, will be permitted for registrations made after 1 August 2021 only.

Substitutions are permitted at any time; however, notification must be made to the BCLA in writing by emailing events@bcla.org.uk. If the substitution is not a like for like booking (i.e. substitute person does not qualify for the same rates) any difference due to the Association must be paid immediately. The BCLA will not refund any overpayment as a result of a substitution.

The Association will make all efforts to run BCLA Vision on the dates as stated. However, in the event of cancellation by the Association, all fees paid will be refunded in full. In an emergency, the BCLA reserves the right to substitute speakers or subjects in the programme.

Data Protection

Any data you provide will be used for the purpose of processing your registration and to give you appropriate access to the conference content via the conference event platform. We will also send you email updates related to this specific event only. At time of registration, you will be asked to give your consent. Existing registrants will be contacted by BCLA and asked to consent.

If you are registering as a non-member, BCLA will ask you at time of registration if you would be happy for BCLA to provide you with relevant information to similar BCLA events in the future and membership information. At time of registration, you will be asked to opt in or opt out to receiving such information. Existing registrants will be contacted by BCLA and asked to consent.

Note that your name and email address may also be passed on to BCLA 2021 Annual Sponsors, Alcon, CooperVision and Johnson & Johnson, to enable them to supply you with information about their products and services relating to BCLA Vision only. At time of registration, you will be asked to opt in or opt out to receiving such information.