Date
7 – 8 December 2023

Venue
Palais Hansen Kempinski Vienna
Schottenring 24,
1010 Vienna,
Austria
Tel: +43 12361000

Language
All working sessions and Conference materials will be in English.

By registering for the conference you agree to the following delegate code of conduct, the host country’s local and/or national requirements and venues restrictions and precautions:

• You will not attend the conference if you are displaying any Covid symptoms

• Should you develop any Covid symptoms during your attendance at the conference you inform a member of IBA staff by email (confs@int-bar.org) and you agree not to attend any further conference sessions or related events and comply with all local and national restrictions

• You travel at your own risk, and you agree that the IBA cannot be held responsible if you contract Covid during the conference or after returning from the conference

• You agree to the extent permitted by law that you shall not hold IBA responsible for: any travel costs incurred for travelling to and from the conference; any travel costs that may be irrecoverable due to the cancellation or postponement of the conference; any losses or liabilities associated with contracting Covid whether on the way to, during or after the conference.

• You agree that, if asked by the relevant local or national authorities, the IBA has permission to pass on your personal information and contact details to those authorities should contact tracing be required.

Fees

Online registrations received:

<table>
<thead>
<tr>
<th></th>
<th>on or before 27 October</th>
<th>until 30 November</th>
</tr>
</thead>
<tbody>
<tr>
<td>IBA member</td>
<td>€995</td>
<td>€1100</td>
</tr>
<tr>
<td>Non-member*</td>
<td>€1155</td>
<td>€1255</td>
</tr>
<tr>
<td>Young lawyers (under 30 years)</td>
<td>€750</td>
<td>€1255</td>
</tr>
<tr>
<td>Academics/judges (full-time)</td>
<td>€750</td>
<td>€1255</td>
</tr>
<tr>
<td>Public lawyers</td>
<td>€750</td>
<td>€1255</td>
</tr>
<tr>
<td>Corporate counsel **</td>
<td>€895</td>
<td>€1255</td>
</tr>
</tbody>
</table>

After 30 November 2023 registrations must be received in hard copy at the IBA office.

Hard copy registration forms and fees received:

<table>
<thead>
<tr>
<th></th>
<th>on or before 27 October</th>
<th>after 27 October</th>
</tr>
</thead>
<tbody>
<tr>
<td>IBA member</td>
<td>€1105</td>
<td>€1220</td>
</tr>
<tr>
<td>Non-member*</td>
<td>€1280</td>
<td>€1395</td>
</tr>
<tr>
<td>Young lawyers (under 30 years)</td>
<td>€830</td>
<td>€1395</td>
</tr>
<tr>
<td>Academics/judges (full-time)</td>
<td>€830</td>
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<tr>
<td>Corporate counsel **</td>
<td>€995</td>
<td>€1395</td>
</tr>
</tbody>
</table>

* By paying the non-member fee, we welcome you as a delegate member of the IBA for the year in which this Conference is held, which entitles you to the following benefits:
1) Password access to certain parts of the IBA website.
2) Receipt of IBA E-news and access to online versions of IBA Global Insight.
3) Pay the member rate for any subsequent Conference registrations for this calendar year.

** A reduced rate is offered to IBA Corporate Group Members. Please contact confs@int-bar.org to obtain a 25 per cent discount on the IBA Member fee.

If you would like to become a full or general member of the IBA, which includes membership of one committee or more – and inclusion in and access to our membership directory – we encourage you to do so now in order to register for this Conference at the member rate. You can find full details of how to join at www.ibanet.org.

A reduced rate is offered to lawyers who are over the age of 65, have been an IBA member for more than 20 years and are no longer practising law.

Full payment must be received in order to obtain your Conference documentation.

Fees include:
• Attendance at all working sessions
• Access to the Conference materials from the IBA website (www.ibanet.org), including any available speakers’ papers submitted to the IBA before 25 May.
• Access to live delegate search
• Lunch on Thursday and Friday
• Tea and coffee during breaks

Please note that registrations are not transferable.
**List of participants**
In order for your name to appear in the list of participants, your registration form must be received by **30 November 2023** at the latest.

**Live delegate search**
Delegates are able to use the live delegate search via the IBA website, in order to use this function delegates will need to be logged into their MyIBA. This will allow search access to up-to-date attendance lists.

**Registration confirmation**
Upon receipt of your payment for the Conference a confirmation email will be sent to you which contains information regarding your attendance at the Conference. You will also be able to view and download your payment information and manage your registration via your My IBA profile on the IBA website.

**Photography and filming**
Certain sessions and/or social functions may be photographed and/or filmed and some of this content may be used for future IBA marketing materials, member communications, products or services. Should you have any concerns about this, or do not wish to be featured in any of these materials please contact the IBA Marketing Department at ibamarketing@int-bar.org.

**Payment of registration fees by bank transfer or BACS payment**
Registration forms received without proof of payment will **NOT BE PROCESSED UNTIL PROOF OF PAYMENT HAS BEEN RECEIVED**.

**Euro**: by bank transfer to the IBA account at the National Westminster Bank, St James’s & Piccadilly Branch, 208 Piccadilly, London W1A 2DG, United Kingdom.
SWIFT address NWBKGB2L, IBAN GB58NWBK60721106570631
Please ensure that a copy of the bank transfer details is attached to your registration form.

**PLEASE ENSURE THAT YOUR NAME AND ‘[CONF2425 Vienna]’ APPEAR ON ANY TRANSFER OR DRAFT.**

**No deductions or withholdings**
All fees payable to us by you in accordance with the terms contained in this ‘Information’ section shall be paid free and clear of all deductions or withholdings whatsoever.

If any deductions or withholdings are required by law to be made from any fees payable to us by you under the terms contained in this ‘Information’ section you shall pay such sum as will, after the deduction or withholding has been made, leave us with the same amount as we would have been entitled to receive in the absence of any such requirement to make a deduction or withholding.

If we obtain the benefit of any tax credit or other relief by reference to any such deductions or withholdings, then we shall repay to you such amount as, after such repayment has been made, will leave us in no worse position than we would have been had no such deductions or withholdings been required.

**Conference sell-outs**
The IBA places its conferences in venues of a suitable size for each event; however, there are times when our conferences may sell out. Should this happen, prospective delegates will be informed and a waiting list will operate. The waiting list will function on a ‘first come, first served’ basis, subject to receiving registered delegate cancellations. The waiting list for a conference will close once it has reached ten per cent of the conference venue capacity, as it is very unlikely a place will become available. The IBA will not be liable for any travel or accommodation expenses incurred by an individual who travels to a conference without a confirmed place at the event.

**Promotional literature**
Please note that no individual or organisation may display or distribute publicity material or other printed matter during the Conference, unless by prior arrangement with the IBA. Organisations and companies wishing to discuss promotional opportunities should contact the IBA Sponsorship Department at sponsorship@int-bar.org.

**Cancellation of registration or social functions**
If cancellation is received in writing at the IBA office by **24 November 2023** fees will be refunded less a 25 per cent administration charge. Refunds will be made minus any monies owed to the IBA.

We regret that no refunds can be made after this date. Registrations or social function bookings received after **24 November 2023** will not be eligible for any refund of fees.
Should you have difficulties in obtaining your visa and are not able to attend the Conference this cancellation policy will still apply.

Upon submission of your completed Conference registration form to the IBA you are considered ‘registered’ pending payment. Please note that the cancellation terms and conditions as indicated will apply as soon as your registration is received.

Provided you have cancelled your registration to attend an IBA Conference in accordance with the terms of the ‘cancellation of registration’ clause included in the ‘Information’ section of the relevant Conference programme, you must then confirm to us in writing at the IBA office as soon as possible, but in no event later than one year (12 calendar months) from the date of any such Conference, all necessary details to enable any reimbursement owed to you to be paid. We regret that no refunds will be made after the date that is one year (12 calendar months) from the date of the relevant Conference.

**Travel arrangements and visas**
Participants are responsible for making their own travel arrangements. It is recommended that you check your visa requirements with your local embassy or consulate. **We are unable to dispatch visa invitation letters to support your visa application prior to receipt of your registration form and full payment of registration fees. Please apply for your visa in good time.**
Hotel accommodation
Palais Hansen Kempinski Vienna
Schottenring 24,
1010 Wien, Austria
Phone: +43 1 2361000
Email: info.vienna@kempinski.com

K+K Palais Hotel
Rudolfspl. 11,
1010 Wien, Austria
Phone: +43 1 5331353
Email: palais@kkhotels.com

Radisson RED Vienna
Ob. Donaustraße 61,
1020 Wien, Austria
Phone: +4314360050
Email: info.vienna@radissonred.com

Hotel Regina
Rooseveltplatz 15,
1090 Wien, Austria
Phone: +431404460
Email: regina@kremslehnerhotels.at

Cancellation and no-show policy
From 70 till 30 days prior to the arrival date: the reservation may be cancelled minus the non-refundable deposit.
From 29-0 days prior to the arrival date: the whole cost of the reservation will result in a penalty fee equivalent to 100% of the reservation; No shows and reduction in the length of stay: will be charged the whole cost of the reservation.

Please note that any reservation made after 15 July will be subject to availability and cannot be guaranteed at the special IBA rate.
As a limited number of rooms have been blocked at the hotel, availability cannot be guaranteed once the room block is full.
Delegates are responsible for making accommodation reservations directly with the hotel and entering into an agreement with the hotel regarding credit card guarantees, cancellation terms and conditions, and room rates (should these differ from the special IBA rate). The IBA cannot accept responsibility for hotel accommodation disputes between a delegate and the hotel.

Disabled access
The Palais Hansen Kempinski is wheelchair accessible. Please notify us if you require special assistance.

OFFICIAL CORPORATE SUPPORTER
The 2023 Annual Conference will be held in Paris, the capital city of France and one of the world’s leading centres for finance, diplomacy, commerce, fashion, gastronomy, science and the arts.
Paris, known as ‘the City of Lights’, is a major European business hub, and the location of the European head office for 75 per cent of large, 500+ employee, multinational companies in Europe.
Paris is home to more Fortune 500 companies with European operations than any other city in Europe.
With the IBA Annual Conference located at the crossroads of Europe, with easy travel links to other European capitals, and with an abundance of business and networking opportunities on offer, Paris will be a fantastic location for the largest, most prestigious event for international lawyers.

WHAT WILL IBA 2023 OFFER YOU?
• Access 5,000+ attendees representing over 2,700 law firms, corporations, governments and regulators from more than 130 jurisdictions
• Hear from leading international figures, government officials, general counsel and experts from across all practice areas and continents
• Opportunities to win more work and referrals at the world’s best networking and business development event for lawyers and law firms
• Save time and money by meeting all of your legal contacts under one roof

REGISTER NOW : Visit: www.ibanet.org/conference-details/CONF2244

To receive details of all exhibiting and sponsorship opportunities for the IBA Annual Conference in Paris, email: andrew.webster-dunn@int-bar.org
Registration form
IBA Asset Recovery Conference
Palais Hansen Kempinski, Vienna, Austria, 7 – 8 December 2023

Please read the 'Information' section before completing this form and return it together with your proof of bank transfer to the Conference Department at the address below.

REGISTER ONLINE AT WWW.IBANET.ORG/CONFERENCE-DETAILS/CONF2425 TO MAKE IMMEDIATE AND SECURE PAYMENT BY CREDIT CARD AND OBTAIN A TEN PER CENT DISCOUNT ON THE FEES BELOW

PERSONAL DETAILS (Please attach your business card or write in block capitals)

Title________________ Given name ____________________________________________ Family name _____________________________________________

IBA Membership number (if applicable) __________________________________________ Date of birth ______________________

Firm/company/organisation ________________________________________________________________________________________________________________

Address ____________________________________________________________________________________________________________________________

_______________________________________________________________________________ Country ____________________________________________

Tel _________________________________________ Email __________________________________________________________________________________

SPECIAL DIETARY REQUIREMENTS

If you have special dietary requirements, due to allergen intolerances, medical, religious reasons or a life choice, please specify the requirement below. The IBA is unable to cater for dietary requirements other than for the above reasons.

☐ Please tick box if you have allergen intolerances and specify __________________________________________________________________________

Please state all other dietary requirements clearly, i.e. I am a vegetarian.

Disclosure of dietary information denotes you have agreed to the IBA sharing this information with relevant third parties who are providing catering on our behalf.

TO OBTAIN A TEN PER CENT DISCOUNT ON THE FEES BELOW, PLEASE REGISTER BY 30 NOVEMBER ONLINE AT WWW.IBANET.ORG/CONFERENCE-DETAILS/CONF2425 IBA MEMBERS CAN REGISTER ONLINE BY 27 OCTOBER FOR €995. PLEASE SEE 'INFORMATION' FOR FURTHER ONLINE REGISTRATION DETAILS.

HARD COPY REGISTRATION FORMS AND FEES RECEIVED: on or before 27 October after 27 October amount payable

| IBA member | €1105 | €1220 | € |
| Non-member* | €1280 | €1395 | € |
| Young lawyers (under 30 years) | €830 | €1395 | € |
| Academics/judges (full-time) | €830 | €1395 | € |
| Public lawyers | €830 | €1395 | € |
| Corporate counsel ** | €995 | €1395 | € |

TOTAL AMOUNT PAYABLE €

*JOIN THE IBA TODAY AND REGISTER FOR THIS CONFERENCE AT THE IBA MEMBER RATE. PLEASE FIND THE MEMBERSHIP APPLICATION FORM AT WWW.IBANET.ORG.

** A REDUCED RATE IS OFFERED TO IBA CORPORATE GROUP MEMBERS. PLEASE CONTACT CONFS@INT-BAR.ORG TO OBTAIN A 25 PER CENT DISCOUNT ON THE IBA MEMBER FEE.

A REDUCED RATE IS OFFERED TO LAWYERS WHO ARE OVER THE AGE OF 65, HAVE BEEN AN IBA MEMBER FOR MORE THAN 20 YEARS AND ARE NO LONGER PRACTISING LAW. PLEASE CONTACT THE IBA OFFICE FOR FURTHER INFORMATION.

FULL PAYMENT MUST BE RECEIVED IN ORDER TO PROCESS YOUR REGISTRATION.

PLEASE NOTE THAT REGISTRATIONS ARE NOT TRANSFERABLE.
METHODS OF PAYMENT

By credit card

Register online at WWW.IBANET.ORG/CONFERENCE-DETAILS/CONF2425 and make immediate and secure payment by credit card.

Note: please do not send your credit card details on the registration form or within an email or fax.

By bank transfer or BACS payment

Registration forms received without proof of payment will NOT be processed until proof of payment has been received.

Euro: by bank transfer to the IBA account at the National Westminster Bank, St James's & Piccadilly Branch, 208 Piccadilly, London W1A 2DG, United Kingdom.

SWIFT address NWBKGB2L, IBAN GB58NWBK60721106570631

Please ensure that a copy of the bank transfer details is attached to your registration form.

WHERE DID YOU FIRST HEAR ABOUT THIS CONFERENCE?

☐ IBA CONFERENCE  ☐ OTHER CONFERENCE  ☐ DIRECT MAIL  ☐ INTERNET  ☐ ADVERTISEMENT

☐ EMAIL  ☐ EDITORIAL  ☐ RECOMMENDATION  ☐ OTHER

Please provide further details, quoting code (if applicable)

PLEASE SEND THE COMPLETED FORM TO INTERNATIONAL BAR ASSOCIATION:

Conference Department
Chancery House
53-64 Chancery Lane
London WC2A 1QS

Email: confs@int-bar.org  www.ibanet.org

The International Bar Association would like to keep in touch with you about relevant news, events, publications and membership. You can opt out of receiving information at any time by emailing member@int-bar.org or by logging into My IBA and updating your preferences. Your details will be included in the list of participants. If you do not want your details to be included in the list, please email confs@int-bar.org.

For further details on how your data is used and stored: www.ibanet.org/privacy-policy