

Information



Date

14–16 May 2025

Venue

The Ritz-Carlton

El Alcalde 15

Santiago, Chile

Tel: +56 (2) 2470 8500

<https://tinyurl.com/RitzSantiago2025>

Language

All conference working sessions and conference materials will be in English.

How to register

Register online by **5 May 2025** at www.ibanet.org/conferencedetails/CONF2625 and make payment by credit card to avail of the ten per cent online registration discount or complete the attached registration form and return it to Talita François at talita.francois@int-bar.org. You should receive emailed confirmation of your registration within five days; if you do not please contact Talita François.

Fees

Online registrations received:

| | on or before 26 March 2025 | until 5 May 2025 |
|--------------------------------|-------------------------------|---------------------|
| IBA member | US\$960 | US\$1,105 |
| IBA corporate group member* | US\$720 | US\$830 |
| Non-member** | US\$1,185 | US\$1,330 |
| Young lawyers (under 30 years) | US\$720 | US\$1,330 |
| Academics/judges (full time) | US\$720 | US\$1,330 |
| Public lawyers | US\$720 | US\$1,330 |
| Corporate counsel | US\$865 | US\$1,330 |
| Guest fee | US\$98 | US\$98 |

After **5 May 2025** registrations must be received in hard copy at the IBA office.

Hard copy registration forms and fees received:

| | on or before 26 March 2025 | after 26 March 2025 |
|--------------------------------|-------------------------------|------------------------|
| IBA member | US\$1,065 | US\$1,230 |
| IBA corporate group member* | US\$800 | US\$925 |
| Non-member** | US\$1,315 | US\$1,480 |
| Young lawyers (under 30 years) | US\$800 | US\$1,480 |
| Academics/judges (full time) | US\$800 | US\$1,480 |
| Public lawyers | US\$800 | US\$1,480 |
| Corporate counsel | US\$960 | US\$1,480 |
| Guest fee | US\$98 | US\$98 |

* The IBA Corporate Group Member is a reduced rate offered to the in-house legal department of international corporations. This rate is only applicable if your company has a corporate group membership with the IBA.

** 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 online versions of *IBA Global Insight*.
- (3) Pay the member rate for any subsequent IBA conference registrations for this calendar year.
- (4) Take advantage of IBA Special Offers.

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. Full details of how to join can be found 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 process your registration.

Fees include:

- Attendance at all working sessions on 15 and 16 May
- Conference materials, including any available speaker's papers presented at the conference
- Access to the above conference working materials from the IBA website (www.int-bar.org) approximately seven days after the conference
- Lunch on Thursday
- Coffee/tea during breaks
- Invitation to Conference reception on 14 May
- Invitation to the Welcome reception offered by the local Host Committee on 15 May

Guest fee includes:

- Invitation to Conference reception on 14 May
- Invitation to the Welcome reception offered by the local Host Committee on 15 May

A guest must **not** be a member of the legal profession or seek to use the Conference as a business networking opportunity. Access to working sessions is not permitted for guests. Checks are made to ensure members of the legal profession are not registered as guests, if this is the case, registration will be refused unless the guest registers as a full delegate for the conference. **Only registered guests (ie, those paying the guest fee) are eligible to participate in the social programme.**

List of participants

In order for your name to appear in the list of participants, which will be made available seven days prior to the conference, your registration form must be received by **5 May 2025** 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

All documentation regarding your attendance at the conference can now be obtained from the IBA website. Upon receipt of your payment for the conference a confirmation email will be sent containing instructions on how to download the documents. Registration confirmation will not be distributed by post.

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 with regard to this, or do not wish to be featured in any of these materials please contact the IBA Marketing Department on 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.

US dollars: 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 GB55NWBK60730101286498

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

Online credit card payments: by Visa, MasterCard or American Express. **No other cards are accepted.**

PLEASE ENSURE THAT YOUR NAME AND 'CONF2625TRANSCRIME' APPEAR ON ANY TRANSFER OR DRAFT.

Conference sell-outs

The IBA places its conference in venues of a suitable size for the event; however there are times when our conferences may sell out. Should this happen, prospective delegates will be informed and a waitlist will operate. The waitlist will function on a 'first come, first served' basis, subject to receiving registered delegate cancellations. The IBA will not be liable for any travel or accommodation expenses incurred by an individual who travels to the conference without a confirmed place at the event.

Cancellation of registration

If cancellation is received in writing at the IBA office by **26 March 2025**, 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 received after **26 March** will not be eligible for any refund of registration fees.

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) after the date of the relevant conference.

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 Sponsorship Department at sao.paulo@int-bar.org

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.

Weather

The climate in Santiago in mid-May is cool with temperatures averaging 5-18oC (41-64oF). Showers are not common at this time of year.

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.

Vaccine

Please, check with your local health agency if yellow fever and Covid-19 vaccinations are mandatory for your inbound or outbound travel to Brazil.

Airport

Santiago Aeropuerto Comodoro Arturo Merino Benitez – located 9.3 miles northwest of Santiago city centre.

Taxi

The best form of transport available from the airport to the city centre is the taxi. The journey costs around US\$25 plus tip. It takes approximately 20 minutes.

The organisers may at any time, with or without giving notice, in their absolute discretion and without giving any reason, cancel or postpone the Conference, change its venue or any of the other published particulars, or withdraw any invitation to attend. In any case, neither the organisers nor any of their officers, employees, agents, members or representatives shall be liable for any loss, liability, damage or expense suffered or incurred by any person, nor will they return any money paid to them in connection with the Conference unless they are satisfied not only that the money in question remains under their control but also that the person who paid it has been unfairly prejudiced (as to which, decision shall be in their sole and unfettered discretion and, when announced, final and conclusive).

IBA Harassment Policy

IBA conferences provide unrivalled professional development and network-building opportunities for international legal practitioners and their professional associates. The IBA values the participation of every delegate and member of the IBA and wants all attendees to have an enjoyable and fulfilling experience. Accordingly, all conference attendees are expected to show respect and courtesy to other attendees, IBA staff and those involved with hosting the events throughout the conference and at all conference events, receptions, and parties, whether officially organised by the IBA or others. All delegates, guests, attendees, speakers, exhibitors, staff and volunteers at any IBA event are required to conform to the IBA Harassment Policy.

See www.ibanet.org/conferences/harassment-policy.aspx

Continuing Professional Development/Continuing Legal Education

For Conference delegates from jurisdictions where CPD/CLE is mandatory, the IBA will provide a Certificate of Attendance for the Conference. Subject to CPD/CLE requirements, Conference delegates can use this to obtain the relevant number of hours' accreditation. The number of CPD/CLE hours available may vary depending on the rules applied by the members' bar association/law society on time recording criteria.

A Certificate of Attendance is available to Conference delegates on request. Please ask at the IBA Conference registration desk for information on how to obtain the certificate.