

## Information

### Date

28 September 2023

### Venue

The Carlton Tower Jumeirah  
1 Cadogan Pl  
London, SW1X 9PY  
England

### Language

All working sessions and Conference materials will be in English.

### How to register

Register online by 22 September 2023 at [www.ibanet.org/conference-details/CONF2337](http://www.ibanet.org/conference-details/CONF2337) 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 the Conference Department at the IBA together with your proof of bank transfer payment. You should receive an email confirmation of your registration within five days; if you do not, please contact [confs@int-bar.org](mailto:confs@int-bar.org).

### **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](mailto:confs@int-bar.org)) and you agree not to attend any further conference sessions or related events
- 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:**

	<b>on or before 18 August</b>	<b>until 22 September</b>
IBA member	£875	£965
Non-member *	£1010	£1100
Young lawyers (under 30 years)	£660	£1100
Academics/judges (full-time)	£660	£1100
Public lawyers	£660	£1100
Corporate counsel **	£790	£1100

After 22 September registrations must be received in hard copy at the IBA office.

### **Hard copy registration forms and fees received:**

	<b>on or before 18 August</b>	<b>after 18 August</b>
IBA member	£970	£1070
Non-member *	£1120	£1220
Young lawyers (under 30 years)	£730	£1220
Academics/judges (full-time)	£730	£1220
Public Lawyers	£730	£1220
Corporate counsel **	£800	£1140

\* 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 register online 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](http://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](http://www.ibanet.org)), including any available speakers' papers submitted to the IBA before 22 September
- \* Access to live delegate search
- \* Lunch on Thursday
- \* Tea and coffee during breaks
- \* Reception on Thursday 28 September
- \* VAT currently at 20%

**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 22 September 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.

### **Book with confidence**

- If the IBA needs to reschedule the event, your registration will be automatically transferred to the new date and no additional fees will be charged. If this date is not convenient for a delegate, a refund of the cost of the conference place will be available on request to the IBA.
- If the IBA is unable to reschedule the conference within 12 months of the original scheduled date, a full refund of the cost of the conference place will automatically be made to all delegates.
- Please note that the IBA will not provide refunds for any other costs incurred including any travel costs.

Please note, these terms are subject to any more restrictive or different local requirements, and may be altered and amended from time to time to reflect any changes to restrictions or government requirements.

### **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 at [ibamarketing@int-bar.org](mailto:ibamarketing@int-bar.org).

### **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](mailto:sponsorship@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.**

**Pounds sterling:** by bank transfer or BACS payment to the IBA account number: 13270222 (Sort Code 56-00-03) at the National Westminster Bank, St James's & Piccadilly Branch, 208 Piccadilly, London W1A 2DG, United Kingdom.  
SWIFT address NWBKGB2L, IBAN GB05NWBK56000313270222

**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 '[CON2337LONDON]' 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.

### **Cancellation of registration or social functions**

If cancellation is received in writing at the IBA office by **15 September 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 **15 September 2022** will not be eligible for any refund of fees. Please note that the IBA will however offer a full refund if you are required to cancel your registration due to Covid related reasons; we will require written confirmation of your cancellation by the end of business on the first day of the conference.

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) after 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**

The IBA does not have a room block however if you wish to book accommodation at The Carlton Tower Jumeirah please make your reservation by contacting the hotel directly.

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. The IBA cannot accept responsibility for hotel accommodation disputes between a delegate and the hotel.

### **Unauthorised accommodation agents**

It has been brought to our attention that there are multiple companies contacting past attendees, claiming to represent the IBA, offering 'assistance' with registration and hotel bookings.

They are operating by cold-calling and spamming companies whose names have appeared on previous List of Participants, Programmes and Sponsorship recognition. The **only** Accommodation Agent the IBA works with is Judy Lane ICS. Judy Lane ICS do not contact delegates on behalf of the IBA without delegates making initial contact. Please ignore any communication that does not come directly from the IBA or Judy Lane ICS.

### **Disabled access**

The Biltmore Mayfair is wheelchair accessible. Please notify us if you require special assistance.

### **Social programme**

Thursday 28 September

#### **1800 – 2000 Conference Reception**

*Garden rooms, The Carlton Tower Jumeirah*

*1 Cadogan Pl*

*London, SW1X 9PY*

*England*

Join delegates and speakers after the conference to network at the reception.

All registered delegates are welcome to attend.



**About the International Bar Association  
– the global voice of the legal profession**

The International Bar Association (IBA), established in 1947, is the world's leading organisation of international legal practitioners, bar associations, law firms and law societies.

The IBA influences the development of international law reform and shapes the future of the legal profession throughout the world. It has a membership of more than 80,000 individual lawyers and more than 190 bar associations and law societies spanning over 170 countries.

Inspired by the vision of the United Nations, the IBA was founded in the same spirit, just before the Universal Declaration of Human Rights was proclaimed in 1948.

The IBA covers all practice areas and professional interests, providing members with access to leading experts and up-to date information, enabling them to better represent their clients' interests.

Through its various committees, fora and task forces, the IBA facilitates the exchange of information and views among its members as to laws, practices and professional responsibilities relating to the practice of law around the globe.

**IBA Private Equity Subcommittee of the IBA Corporate and M&A Law Committee**

The Private Equity Subcommittee (PE) of the Corporate and M&A Law Committee provides updates and analysis on legal developments to practitioners and other parties interested in international private equity law.

**Contact information:**  
**International Bar Association**  
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United Kingdom  
Tel: +44 (0)20 7842 0090  
Email: [confs@int-bar.org](mailto:confs@int-bar.org)  
**[www.ibanet.org](http://www.ibanet.org)**

*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).*