

## RSA Annual Conference 2023

### ***Transforming Regions: Policies and Planning for People and Places***

14<sup>th</sup> – 17<sup>th</sup> June 2023, School of Economics and Business, University of Ljubljana, Slovenia #RSA23

1. Payment must be made during the registration process. The organisers reserve the right to refuse admission to those who have not paid.
2. Papers for presentation will NOT be included within the programme unless the conference registration fee has been received in full.
3. All bookings will be acknowledged by email. Contact the office if you do not receive one within 24 hours.
4. Fees do not include travel, insurance, local transfers or accommodation.
5. Notification of cancellation must be in writing – by email and received by the Regional Studies Association before 19<sup>th</sup> April 2023.
6. Cancellations received on or before 19<sup>th</sup> April 2023 will be refunded 50% of the registration fee paid. Cancellations received after 19<sup>th</sup> April 2023 will be non-refundable.
7. The 2023 Annual Conference is planned to be run as a blended conference (both online and in-person). Delegate(s) who pay for in-person attendance will not be refunded the difference if they later choose to participate online. Delegates booking for virtual attendance may contact the office to pay the extra to attend in person provided that places remain available.
8. Non-arrivals will be non-refundable for any reason.
9. A place at this conference is for you personally, however, substitute participants will be accepted at any time – a name will be required for both face to face or virtually or admission will be refused.
10. Shared places are not permitted.
11. In the unlikely event of conference cancellation by the Regional Studies Association, conference registration payments will be refunded in full.
12. The organisers do not accept any liability for the cost of any pre-booked travel tickets or other expenses and therefore purchase of appropriate insurance is advised.
13. Please note that membership status will be checked – if you register as an RSA member but are not you will be invoiced for membership at the prevailing rate or the balance between member and non-member rate whichever is the lesser and your paper will not be accepted until the full fees are paid.
14. The Regional Studies Association strongly advises delegates requiring a visa and/or other travel documentation to enter Slovenia to make their application in their home countries at least three months before the intended date of travel. Obtaining the correct travel documentation in time is the sole responsibility of the delegate. Where a delegate is unable to attend because of failure to obtain a visa on time, the normal cancellation policy for registration fees will apply.
15. The organisers reserve the right to change the speakers and programme.
16. The organisers accept no responsibility for the views or opinions expressed by speakers, chairpersons or any other person at the event.
17. You may record your own presentation for private purposes only. Please seek permission from delegate(s), should you wish to record their presentation(s). RSA will take photos and may upload these to the RSA Website.
18. If provided to the Association, we reserve the right, unless informed otherwise, to upload pdfs of papers to the RSA website.
19. The RSA will always seek to comply with any applicable local regulations including for covid ([local guidelines](#)).
20. Data Protection – information given during the registration process will be held in our database and we would like to use it to inform you about our events from time to time. Please inform the office, Email [data@regionalstudies.org](mailto:data@regionalstudies.org), if you do not wish to be included in this service.

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21. By registering for this conference you consent to the RSA taking photographs and video recordings that may contain your image to be used for publicity purposes.
22. The RSA does not take responsibility for problems of internet connectivity.
23. The RSA reserves the right to ask any participant to leave the meeting if their behaviour is becoming to a professional and collegiate conference.