

Customer:**Ústav termomechaniky AV ČR, v. v. i.**

Dolejšková 1402/5

182 00 Praha

CZECH REPUBLIC

ID No.: 61388998

VAT No.: CZ61388998

Supplier:**SPLENDID PRODUCTION, s.r.o.**

Cíglerova 1082/16

198 00 Praha

CZ Česká republika

IČO: 24246719

DIČ: CZ24246719

Shipping address:

Ústav termomechaniky AV ČR, v.v.i.

Dolejšková 1402/5

182 00 Praha 8

Validity of order:**31.12.2025**

Method of payment:

Platebním příkazem

Delivery transport:

Dodavatel

Date of delivery:

07.09.2025

Term:

05/2025

Always indicate the order number when invoicing. We ask you to return your order confirmation!

Goods, marking:	Quantity	Unit	Amount
Objednáváme účast na konferenci ICOMAT pořádanou ve dnech 7-12.9. 2025 v Praze:	1,00		0,00
Účastníci: [REDACTED]	7,00		183 750,00
[REDACTED]			
[REDACTED]	2,00		32 500,00
			216 250,00

Na faktuře uveďte: Hrazeno z projektu CZ.02.01.01/00/22_008/0004591

Název projektu: Feroické multifunkcionality

Estimated total price***216 250,00 CZK*****Date of issue: 28.05.2025**.....
Stamp, signature

Issued by: [REDACTED]

Contact: [REDACTED]

Registration Guidelines

Registration is open via Online Registration form

ONLINE REGISTRATION FORM

All participants must register via the Online Registration Form. Each participant will receive a registration number by email after submitting the Online Registration Form. The preferred method of payment is by online card payment. Payments completed by bank transfer can be processed only after receiving your registration number. Payment by bank transfer must include the registration number and participant's name in the payment details.

Please consider using a personal email account if your work email is connected to an institution with high security and privacy settings as email may be transferred to junk folders.

If you are registering another person, you may create an account using your own personal details and complete the registration form with the delegate's information.

For any registration questions please do not hesitate to contact the ICOMAT 2025 Conference Secretariat at registration@icomat2025.org

Registration Fees:

Registration Types	Early bird until May 31, 2025	Standard from June 1 to July 31, 2025	Late from August 1, 2025
Regular	1050€	1150 €	1250 €
Student*	650€	750 €	850 €
Accompanying person	250 €	250 €	250 €

All the above fees include a local VAT of 21%.

Regular/student REGISTRATION FEES include:	ACCOMPANYING PERSON FEE includes:
Attendance at all scientific sessions Access to the exhibition and poster area Access to the electronic version of the ICOMAT 2025 Proceedings Welcome drink on 7 September 2025 Conference dinner on 10 September 2025 Coffee breaks and lunches as per scientific programme Pocket programme Conference badge	City tour Welcome drink on 7 September 2025 Conference dinner on 10 September 2025 The accompanying person does not have access to the scientific programme, poster and exhibition area

All registration deadlines are applicable considering the local time (CET/CEST).

Please make sure to pay your registration fee before the deadline applicable for the selected registration type. If your payment is not received in due time, the later fee will be automatically applied.

Unpaid or partially paid registrations will not be considered valid until paid in full.

Social Programme

All participants are kindly asked to confirm or pre-register for the following events via the Online Registration Form.



Welcome Drink

Sunday, 7 September 2025

Time: TBA

Venue: conference venue

Ticket: included in the registration fee



Conference Dinner

Wednesday, 10 September 2025

Time: 19:00

Ticket: included in the registration fee

Venue: <https://www.martinickypalac.cz>

Cancellation Conditions

Until 31 May 2025 – a 50 EUR administrative fee will be deducted

Until 30 June 2025 – a 50 % cancellation fee will be applied

As of 1 July 2025 – no refund can be processed

General Cancellation Conditions

All cancellations must be notified in written form by email to the ICOMAT 2025 Conference Secretariat – registration@icomat2025.org.

Refund requests received after 1 July 2025 will not be considered.

For any change of delegate's name, an administrative fee of 20 EUR will be charged. Such changes may be made no later than one week prior to the event.

Any changes to the final invoice (such as name, address, VAT number, etc.) may only be made within three days of the registration date and are subject to a 20 EUR fee.

Payment

Registration fees are collected on behalf of ICOMAT 2025 by the Conference Secretariat: Splendid Production s.r.o., Ciglerova 1082/16, CZ-19800

Prague 9, Czech Republic

All fees are to be paid in EUR or CZK, free of all bank charges. However, please confirm with your bank as to any possible charges from their side.

Online Payment by Credit/Debit Card

The one of available method is payment by card online via STRIPE secure payment gateway.

In the unlikely event of a rejected online credit/debit card payment, the delegate is recommended to return to the online registration form and try to process the payment again. Should the payment issue persist, the participant is advised to contact the card issuer/bank first to check for any potential block on the online transaction. If so, once this is removed it will be possible to pay via the online payment gateway.

Online payment gateway is provided by STRIPE

Accepted Credit / Debit Cards: American Express, China UnionPay (CUP), Discover & Diners Club, eftpos Australia, Japan Credit Bureau (JCB), Mastercard and Visa.

Payment by Bank Transfer

Please ensure that the registered participant's name and registration number are clearly stated in the bank transfer. Payments received without such details (name, registration number) cannot be easily identified and may not be valid.

You can choose payment by bank transfer during registration process and bank coordinates will be sent after the successful registration via email.

Payment in CZK for Czech companies/institutions

For participants from the Czech Republic we have prepared the possibility of payment by bank transfer in CZK and for the moment we have fixed the exchange rate at 25 CZK / 1 EUR. If the exchange rate moves significantly below 25 CZK, we will react and set the exchange rate lower. If you wish to pay the fee, please click "Bank Transfer in CZK" during registration and we will send you an invoice in Czech crowns within a few days after registration.

Group payments

If you wish to invoice for a larger number of participants, please send us information about these participants with full names, emails and registration type and we will then invoice you for the whole group with a bank transfer and we will register the participants.

Please send all these inquiries to: registration@icomat2025.org

Final Invoice

The final invoice will be sent within a week from your payment to the email stated in the registration form.

The final invoice will be issued based on the details provided during the registration process (step Contact/Invoice details).

Please carefully fill in the address and VAT number, which will appear on the final invoice, especially for a company/university/institution.

Certificate of Attendance

The Certificate of Attendance will be sent via email after the Conference for all participating delegates.

VISA REQUIREMENTS

All foreign visitors to the Czech Republic must possess a passport, which validity finishes at least 3 months after the end of their stay in the country.

Participants requiring a visa should apply immediately to consular Office of the Czech Republic or diplomatic missions in their country in order to avoid delay in travel to Conference.

It is strongly recommended that all foreigners check the web site of the Czech Embassy since changes are often made.

https://mzv.gov.cz/jnp/en/information_for_alien/short_stay_visa/visa_for_a_stay_up_to_90_days_for_the_3.html

The request for a visa invitation letter is made through the REGISTRATION FORM.

Cancellation or Modification of the Meeting Due to Force Majeure

In the event of a force majeure situation, Splendid Production s.r.o. reserves the right to alter or cancel the meeting without prior notice, including any change of the time and/or venue of the meeting. Any occurrence of a force majeure event shall be communicated as soon as reasonably possible from the decision time. Force majeure includes any circumstance beyond the reasonable control of Splendid Production s.r.o. which prevents or impedes the realization of the meeting. This includes but is not limited to, government action, war or hostilities, riot or civil commotion, plague, or other epidemic such as SARS, Covid-19, bird flu, earthquake, flood, hurricane, cyclone, fire or other natural physical disaster, explosion, accident or breakdown, strike, lack of the usual means of transportation or terrorism. Splendid Production s.r.o. shall not be liable for any direct or indirect, incidental, consequential, punitive, or exemplary damages, losses, expenditures, or any other inconveniences or costs caused by such modification.

Data Privacy and Security

The European General Data Protection Regulation (EU GDPR) came into effect on 25 May 2018, introducing additional measures for data protection. We take your privacy seriously, and to comply with GDPR consent requirements, we ask that you confirm your agreement with our new Privacy Policy while creating your account in our system. You can view the policy here. Once you have created your user account, you can manage your information and safeguard your privacy and security through our Online Portal, which is fully compliant with GDPR. If you have any questions about our Privacy Policy, data protection, or GDPR in general, please feel free to contact us via email info@icomat2025.org