

SAP Concur Fusion

Registrant Terms and Conditions

SAP Concur
Fusion

These SAP Concur Fusion (“Fusion”) Registration Terms and Conditions (“Terms and Conditions”) govern your relationship with SAP SE, SAP Global Marketing Inc., and its affiliates (hereinafter jointly “SAP”), in connection with your registration and participation at Fusion taking place between March 18-20, 2025 (“Event”) and any communication and exchange you have with SAP in connection with the Event, whether before, during, or after the Event. By registering for the Event, you agree to comply with these Terms and Conditions.

Registration and Participation

Attending the Event requires registration. Registration is only confirmed upon receipt of the confirmation email which also includes additional information with respect to the Event. SAP reserves the right at its sole discretion to refuse or cancel your registration at any time with no liability. Registrant must be 21 years of age to register for the Event.

Group Discount Package Policy

SAP Concur Fusion is offering a special group discount package, “Buy 4, get 25% off” total group price, available during the registration process through March 14, 2025. This promotional offer cannot be combined with any other discounts or promotions. A single payment must be completed by the Package Lead, as defined below. Both the Package Lead and participants are required to be employed by the same company. If the company has multiple domains, please e-mail sapconcur_events@sap.com for assistance. The same company name will be displayed on group Package Lead and participant conference badges. This information can only be updated by the Package Lead, no exceptions.

The following policies apply to group Package Leads and participants. The first registrant who submits the package payment is considered the “Package Lead”. Attendees receiving invites to attend from the Package Lead are considered the participants of the package. Once full payment is received, a registration confirmation e-mail with the Group Package invite console link will be sent to the Package Lead. Each console permits a maximum of four (4) registration entries which includes the Package Lead. Each registrant must complete their own registration. No registrations will be completed over the phone, and we are unable to make exceptions to this condition. If an attendee registers/completes payment prior to receiving an invite from a Package Lead, they will be required to cancel their paid registration and pay a USD \$150 service charge which will be deducted from the refund before the individual can register under the group discount package.

Unused group discount package registrations are forfeited and ineligible for a refund. There are no exceptions. SAP reserves the right to cancel and/or modify this promotion at any time. Payments accepted are credit card.

Cancellation and Refund Policy

A registrant must provide the registration confirmation number and submit a written cancellation request via e-mail to sapconcur_events@sap.com. Regrettably, cancellation requests will not be taken over the phone or any other media source. If registration cancellation is received on or before February 28, 2025, a refund



less a \$50 USD service fee will apply. Refunds will not be issued on cancellations received after February 28, 2025. Event no-shows are ineligible for a refund.

Registration Substitution Policy

Substitutions are permitted for full-Event paid attendees only and with someone from the same company. There is no service fee for name change substitutions if the payment information stays the same. However, a \$100 USD service fee will apply to any substitutions requiring payment changes. To initiate a substitution, contact sapconcur_events@sap.com and reference the registration confirmation number. Substitutions will not automatically update your hotel reservation. Please contact your hotel directly for changes. Any penalties or added charges to the hotel reservation derived from the substitution are the exclusive responsibility of the registrant.

Housing

Registered attendees and approved employees will receive a specific link to book a hotel reservation following the registration process, as well as in their Event registration confirmation email.

If you made a hotel reservation during registration, you would receive a separate hotel email confirmation. Please keep your hotel confirmation email for future reference should you need to make changes to your reservation.

To book a new hotel reservation, make changes to, or to cancel an existing reservation, please use the link provided in your hotel confirmation email and click on the "Book/Modify Hotel" option. For changes and cancellations to an existing reservation, you will need your confirmation number that can be found in your hotel confirmation email. Cancellations made within 72 hours of arrival will forfeit one night's room and tax. SAP is not responsible for any hotel no-show penalty. Reservations are subject to a \$50.00 cancellation fee upon booking. As individual hotel cancellation policies may vary, please refer to your hotel confirmation.

The hotel block may fill up quickly, so we strongly encourage you to reserve your hotel room early. Pre-reserved hotel contingent will be available to registered attendees until February 19th, 5pm EST, or until the official Event hotel block is filled.

Please be aware of unofficial housing solicitations. Please note the only email address endorsed by SAP for the Event is sapconcur_events@sap.com. SAP will not be responsible for any reservation made through a different channel than the one provided above.

Recordings

You acknowledge that we may record your image, photograph, and voice by any technology or means (the "Recording") indiscriminately as part of the Event recording where you are a non-material part of the aforementioned recording in accordance with and as allowed under applicable law. During panel or other discussion sessions where you volunteer to speak, you acknowledge that we may broadcast, film or photograph you individually and if you do not wish to be broadcasted, filmed or photographed in this way, please refrain from volunteering. Be mindful that sessions may be recorded, and that it rests in your discretion to avoid any quotes, recordings or other commentary by simply refraining to pass such comments or contribute in the discussion on site at the Event and before a camera or microphone. If you don't agree to us using a specific image or video segment displaying you in such context, please allude us to the respective file we will immediately refrain from further use and delete any of such material.

SAP may also photo- and video-document the Event or parts of the Event including general and specialized sessions for purposes of internal broadcast to our employees that are not attending in person and for internal communications purposes about the event ("Legitimate Recording").

You agree and acknowledge that your personal data which may be contained in the Recordings will be processed by SAP to fulfill SAP's legitimate business purposes as further described in these Terms and



Conditions and that you have the right to object to such a use of personal data at any time as described in the Privacy Policy linked below.

SAP does not authorize attendees to photograph, video, or record talks or otherwise make screenshots of presentations made at the Event—including, but not limited to, keynotes and presentations- without the express written permission of both SAP and the person(s) being recorded. This policy applies to any official exhibit displays. Any person who violates this provision may be asked to leave the Event. If you wish to request advance written permission to photograph, video, record onto any media, or make screenshots of some part of the Event, please contact sapconcur_events@sap.com at least two weeks in advance of the event date. SAP does not guarantee that such advance requests will be approved.

Disclaimer

The Event materials are provided for informational purposes only. SAP shall not be liable for damages of any kind resulting from errors or omissions in the Event materials, nor shall SAP be liable for any damages resulting from the use of the Event materials or other information conveyed at the Event.

SAP may provide information or statements about planned or potential products or services or features at the Event. Such statements are not a commitment of any kind by SAP that such features or products or services will ever be made commercially available or available according to any specific timeframe. SAP may change their plans regarding future product or service releases at any time for any or no reason. If you elect to provide feedback or product or service improvement suggestions about SAP products or services to SAP, you do so freely without any reservation of rights and you place no restrictions on SAP as to the use of such feedback or suggestions.

All forward-looking statements are subject to various risks and uncertainties that could cause actual results to differ materially from expectations. Attendees are cautioned not to place undue reliance on these forward-looking statements, and they should not be relied upon in making purchasing decisions. SAP and other SAP products and services mentioned therein as well as their respective logos are trademarks or registered trademarks of SAP SE (or an SAP affiliate company) in Germany and other countries. All other product and service names mentioned are the trademarks of their respective companies. See [Copyright Information](#) and [Trademark Information](#) on SAP.com for additional information and notices.

SAP, the location where the Event will take place (the “Venue”) and the city where the Event takes place (the “City”) will not be responsible for any personal injury or property damage arising from or in connection with attendance at the Event or participation in any Event activities or events.

SAP, the Venue and the City assume no responsibility for any losses due to theft or loss of equipment and articles or other personal property. SAP, the Venue and the City also reserve the right at their sole discretion and with no additional liability to refuse entrance, immediately eject and terminate the participation of any person whose conduct is deemed objectionable, disorderly, or disruptive to SAP or facility, or in violation of any law.

Due to unforeseen external factors and their consequences (including but not limited to force majeure, pandemic, official orders), SAP may cancel the Event at any time. In the event that the Event is cancelled, registrants can be refunded only the registration fee (when a registration fee was applicable). Cancellation of travel and hotel reservations is the exclusive responsibility of the registrant.

No Licensing in Material

Except as expressly agreed otherwise, the provision of any material to you at the Event does not constitute any grant of rights other than the right to use the provided material for your own personal, non-commercial purposes, and does not constitute a license to reproduce, distribute, make available or otherwise use or commercialize any such provided material.



Data Protection and Privacy

SAP may collect and process also personal data about the participants in course of the organization of the Event. If you want to learn more about SAP's processing of your personal information, please see [SAP's Privacy Statement](#) and the [SAP Concur Privacy Policy](#).

Others

The views expressed by any Event attendee, speaker, or sponsor are not necessarily those of SAP. All Event attendees, speakers, and sponsors are solely responsible for the content of their respective individual or corporate presentations, marketing collateral, or advertising. For any questions regarding the Event and these terms, please contact sapconcur_events@sap.com.

If you (the "Attendee") are a resident of the United States or Canada, these Terms and Conditions shall be governed by and construed in accordance with the laws of the State of New York, without giving effect to its principles or rules regarding conflicts of laws, and the sole venue for all disputes arising out of or in connection with the Event is New York, New York, and if you, the Attendee, are a resident of any other country or jurisdiction, these Terms and Conditions shall be governed by and construed in accordance with the laws of Germany and the sole venue for all disputes arising out of or in connection with the Event is Karlsruhe, Germany.

www.sap.com

© 2023 SAP SE or an SAP affiliate company. All rights reserved.
See Legal Notice on www.sap.com/legal-notice for use terms,
disclaimers, disclosures, or restrictions related to SAP Materials
for general audiences.

