

REGISTRATION FORM

SPE VIRTUAL SYMPOSIUM: DECOMMISSIONING AND ABANDONMENT

30 November - 2 December 2021 | Virtual (UTC +8)

By registering for this virtual event, you consent to allow SPE to store and process the information submitted below and to provide you with information about this virtual event in accordance to [SPE Privacy Policy](#); accept the Registration Terms & Conditions; and agree to be bound by them. You can unsubscribe at any time by sending your request to apweb@spe.org.

ATTENDEE INFORMATION					
SPE Membership	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Membership Number		
First Name (Forename)			Last Name (Surname)		
Job Title					
Company Name					
Mailing Address					
City			State/Province		
Postal Code			Country		
Office Phone		Office Fax		Company URL	
Direct Line			Mobile Phone		
Email Address					
Please state your Technical Discipline (Select one ONLY): <input type="checkbox"/> Completions <input type="checkbox"/> Data Science and Engineering Analytics <input type="checkbox"/> Drilling <input type="checkbox"/> Health, Safety, Environment, and Sustainability <input type="checkbox"/> Management <input type="checkbox"/> Production and Operations <input type="checkbox"/> Projects, Facilities and Construction <input type="checkbox"/> Reservoir					
Send me the latest news, events, and product information as it becomes available. <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, your information will be used in accordance with SPE Privacy Policy.					

REGISTRATION CATEGORY					
DESCRIPTION	FEE PER PERSON				
	Super Early Bird by 27 September	Early Bird by 29 October	Standard after 29 October	Tick (✓)	Amount (USD)
Full Access Registration*					
Member	USD 370	USD 400	USD 430		
Non-Member	USD 430	USD 460	USD 490		
Speaker / Author / Committee / Session Chair	USD 340	USD 370	USD 390		
Group Registration - Register for 5 and save up to 15%, Register for 10 and save up to 20% (Refer to Group Registration Form or contact apweb@spe.org for more information)					

Note: * Full Access registration includes access to the Symposium sessions (Opening and Executive Plenary, Panel and Technical Sessions with live Q&A), virtual networking sessions, Symposium Digital Proceedings and On-Demand content.

PAYMENT METHODS	
<input type="checkbox"/>	Telegraphic Transfer Bank details will be provided in the invoice.
<input type="checkbox"/>	Credit Card SPE accepts American Express, Visa, MasterCard and Diners Club and payment will be processed in US Dollars only. To pay online, go to: https://go.spe.org/22SM02S . For manual payment, you will receive an email with instruction on securely submitting your payment.

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REGISTRATION TERMS & CONDITIONS

1. Registration Fee

- a. Registration for this virtual event is personal to Participant. Viewing and materials may not be shared with non-registered individuals without express consent from SPE.
- b. Each participant is limited to maximum of one (1) device to access/login into the virtual event.
- c. Registration is non-transferable without written notification to SPE.
- d. Registration of participation will only be confirmed upon receipt of full payment or an acceptable employer's letter of guarantee.
- e. SPE reserves the right to cancel the registration if no payment is received prior to or on the date of the virtual event.
- f. Full fee is charged regardless of the length of time the Participant attends the virtual event and cannot be pro-rated.

2. Taxes

Fees are made free and clear of, and without any deduction or withholding for and on account of, any taxes, duties or other deductions. Any such deduction or withholding, if required by the laws of any country are the sole responsibility of the participant.

3. Cancellation Policy

- a. A processing fee of USD 50.00 will be charged for cancellation received 25 November 2021.
- b. No refund for cancellation received after 25 November 2021.
- c. Participants who failed to attend will not be eligible for a refund.
- d. Cancellation must be notified in writing to SPE. Email your cancellation request to apweb@spe.org.

4. Code of Conduct

- a. SPE is committed to providing a professional, friendly and safe environment for all participants at its events, regardless of gender, sexual orientation, disability, race, ethnicity, religion, national origin or other protected class.
- b. This code of conduct outlines the SPE expectations for all participants, including attendees, speakers and sponsors. Cooperation is expected from everyone, and SPE will actively enforce this code throughout this virtual event.
- c. Participants will be provided with personalised credentials allowing them access to the virtual event. These credentials are personal and non-transferable. Non-registered individuals and minors will not be able to access the virtual event, unless upon prior agreement with SPE.
- d. SPE expects all event participants to help ensure a safe and positive experience for everyone. Unacceptable behaviour will not be tolerated during any portion of a meeting or event. Unacceptable behaviour includes but is not limited to:
 - i. Intimidating, harassing, abusive, discriminatory, derogatory or demeaning speech or actions.
 - ii. Harmful or prejudicial verbal or written comments or visual images related to gender, sexual orientation, race, religion, disability or other personal characteristics, including those protected by law.
 - iii. Inappropriate contact including via electronic communications.
 - iv. The production or non-consensual sharing of harassing non-consensual photography or unwanted recording, including nudity and/or sexual images in virtual event (in any format, electronic or otherwise).
 - v. Real or implied threat of professional or financial damage or harm.
 - vi. Inappropriate and sustained disruption of sessions, meetings and/or events.
 - vii. Photographing, video or audio recording of slides, oral or presentations without prior written permission from SPE.
 - viii. Violating the rules and regulations of the virtual event platform.
 - ix. Cybercrime and dubious online practices include but not limited to phishing, spamming, spoofing and cyberstalking.
 - x. Inappropriate self-presentation or attire. Business casual dress code is preferred.

Reporting of harassment and disruptive behaviours can be made to apweb@spe.org.

Consequences of misconduct may include:

- i. Immediate removal from meetings and/or events without warning.
 - ii. Restrictions from future SPE events.
- e. SPE reserves all rights to take any action to prevent and report violations of the Code of Conduct, including blocking access to SPE events. SPE cannot investigate reports of harassment or other misconduct during the virtual event but will inform the appropriate departments of the accused person's host institution about any such filed report.

5. Copyright

All content contained within the SPE events is copyrighted either by SPE or other providers and its capture in any format, use and/or reproduction outside the portal is strictly prohibited without express permission from the content owner(s).

6. Privacy Policy

- a. SPE cares about the protection of participants' personal information. SPE complies with applicable privacy laws, including GDPR, in collecting and processing your data. Participants have control over how much of their personal data is shown to other users for networking purposes. Participants can manage the data in their personal profile within the virtual event platform. The virtual event platform provider processes the data attributed to this event on behalf of SPE. SPE collects and processes data for the purposes of fulfilling your registration order, analysing how this platform performs and is used, and marketing for future related SPE events. All participants maintain the right of erasure and can withdraw their consent at any time. Please see SPE's [privacy policy](#) for additional information.
- b. By engaging with sponsor and exhibitor booths or content, participants are consenting to exhibiting and sponsoring companies having access to the personal data that is public in their personal profile. Participants will need to contact the exhibiting and sponsoring companies regarding their privacy policies and to request erasure.
- c. Through the virtual event platform, participants may request to connect, which the receiving participant has the option to accept or decline. The platform's networking technology also recommends to participants related content and participants who match their interests.
- d. For any queries or concerns please contact the events team at apweb@spe.org.

7. Disclaimer

- a. SPE reserves the right to change the speaker(s), date(s) and/or to cancel the virtual event should circumstance beyond its control arises.
- b. SPE will not be liable to participants for any damages, costs, losses or expenses of any kind incurred or suffered by participants as a result of or in relation to SPE modifying, postponing or cancelling the virtual event or any part of the virtual event.

SPE Contact:

Society of Petroleum Engineers

Email: apweb@spe.org