

The following conditions apply to the DRIVE Programme:

1. Registration for the DRIVE Programme presupposes acceptance of these conditions and the [Branch Unlimited Privacy Policy](#), that also applies to the DRIVE Programme.
2. A registration for the DRIVE Programme is deemed to be completed if the web registration form has been filled out and Branch Unlimited has received a notification of that entry.
3. Branch Unlimited will confirm the registration within 24 hours upon receipt of the registration.
4. Participants may choose if they want to participate only in the first phase ('Know Your Way'), or in both the first and the second phase ('Make Your Match') of the Programme. The first phase of the programme consists of 5 online masterclasses. The second phase of the programme consists of:
  - a. a workshop on cultural differences (online);
  - b. a pitch training (online);
  - c. one-on-one preparation for meetings during and the day before the Smart City Expo in Barcelona;
  - d. possibility to meet potential clients and stakeholders during and just before the Smart City Expo in Barcelona (7-9 November 2023).
5. The programme fees are (all fees excluding VAT, if applicable):
  - a. First phase: € 2.495,=.  
The fee for the first phase costs cover the participation in the online masterclasses for a maximum of 3 participants per company.
  - b. Second phase: € 2.495,=.  
The fee for the second phase covers the participation of 1 participant per company. For every extra participant of a company, the company pays an additional € 375,=. The number of extra participants in the second phase, can be confirmed via email on a day and time to be communicated by the organisers.  
The fee for the second phase covers participation in the programme parts as mentioned in 4 a-d. Hotel costs and the costs for travel to, from and in Barcelona, are to be covered by the participating company.
  - c. First and second phase together: € 4.495.  
If a company registers for the first and the second phase before the closing of the registration deadline (26 May 2023, 23:59 hrs), the company pays € 4.495. The same conditions apply as mentioned under article 5 a and b.

6. Branch Unlimited will send an invoice for participation within a week after registration. The invoice has to be paid in full before the start of the DRIVE Programme. Participation is not allowed if the invoice has not been paid.
7. Branch Unlimited is entitled to cancel the DRIVE Programme if less than 6 companies have registered. Fees that already have been paid for, will be fully reimbursed to the company.
8. Branch Unlimited is entitled to make changes to the program as stated in the brochure, based on the principle that changes are aimed at maintaining or improving the quality of the programme. Changes will be communicated timely with participants.
9. By registering for the DRIVE Programme, participants guarantee that any confidential business information, strategies, etc. that may be shared during the DRIVE Programme by participants, will not be shared with third parties.
10. Participants make an effort to contribute to the success of the DRIVE Programme through active participation in the individual sessions or by sufficiently preparing for sessions, if asked.

Utrecht, April 2023.