

RT2026 CONFERENCE RATES AND TERMS & CONDITIONS

1. TERMS OF REFERENCE

For the purposes of the terms and conditions herein, the term “the Organiser” shall mean **ROUNDTABLE ON SUSTAINABLE PALM OIL (“RSPO”)**.

The “Conference” herein refers to **The Annual Roundtable Conference on Sustainable Palm Oil 2026 (“RT2026”)**.

The “Conference Venue” refers to **Swissotel Pik Avenue, Jakarta, Indonesia**.

The “Conference Date” refers to **3 & 4 November 2026**

2. APPLICATION FOR CONFERENCE

The submission of the Online Conference Registration Form (“Form”) shall be deemed as an acceptance of the terms and conditions herein by the delegate. The application procedure is complete only when the registration form and payment are received by the Organiser.

- a. If the delegate is attending the Conference, please do so at its own risk and ensure that it has adequate insurance coverage.
- b. If payment is **not** received by the date stipulated in the invoice, the delegate will receive a total of three (3) payment reminders. The registration will be automatically cancelled if the Organiser does not hear from the delegate after the final payment reminder email. The Organiser will issue a credit note to cancel the issued invoice.
- c. The RT2026 Organising Committee may, at its discretion, close registration at an earlier date should the maximum capacity be reached.
- d. All payment made to the Organiser is not refundable unless the Conference is cancelled pursuant to Clause 5 of these terms and conditions.

3. CONFERENCE FEES & DEADLINES

CATEGORY	RT2026	
	MEMBER	NON-MEMBER
	USD	USD
Early Bird (NGO) <i>Register & Pay by 30 September 2026, 23:59 hrs (GMT+7)</i>	300	340
Early Bird <i>Register & Pay by 30 September 2026, 23:59 hrs (GMT+7)</i>	945	1080

Normal Rate (NGO) <i>Register & Pay by 23 October 2026, 23:59 hrs (GMT+7)</i>	400	460
Normal Rate <i>Register & Pay by 23 October 2026, 23:59 hrs, 23:59 hrs (GMT+7)</i>	1080	1225
Walk-in Rate <i>Onsite from 3 November 2026 onwards</i>	1,400	1560
Virtual Pass (Flat Rate)	60	60
Networking/Excellence Awards Tickets(entrance only for networking and excellence awards)	50	50
Visitors (only for Exhibition area)	25	25

4. REGISTRATION AND PAYMENT

- a. Full payment is required upon submission of the registration form. Confirmation of registration is only upon receipt of full payment. Conference fees include admission to Conference sessions, lunches, coffee breaks & Excellence Awards / Welcome Reception.
- b. All registration must be completed online by **Monday, 20 October 2026, 23:59 hrs (GMT+7)** and full payment must be received by RSPO by **Friday, 23 October 2026, 23:59 hrs (GMT+7)**. Thereafter, delegates are subject to Walk-in Rates onsite from **Tuesday, 3 November 2026**.
- c. Payment may be made via the following methods:
 - Telegraphic transfer (all finance charges are borne by the delegate). A copy of the transaction slip must be mailed to rt@rspo.org as proof of remittance.
 - Online bank transfer
 - Credit Cards are billed by the Organiser's service provider, STRIPE. **RSPO RT2026** will be stated on the credit card statement.

Details of bank account:

Payable To:	ROUNDTABLE ON SUSTAINABLE PALM OIL
Bank Name:	HSBC Bank Malaysia Berhad
USD Account No:	359-170750-727
MYR Account No:	359-170750-101
Bank Address:	Level 1 Jalan Damanela, Pusat Bandar Damansara Damansara Heights, 50490 Kuala Lumpur, Malaysia
Tel:	+603 2050 7676
Branch:	Damansara Heights
Swift Code:	HBMBMYKL

- d. The Organiser shall not be responsible for any airfare, ground transportation, lodging or incidental or any other costs incurred by delegates for attending or otherwise participating in the Conference.

5. CANCELLATION/POSTPONEMENT OF THE CONFERENCE

- a. If, for any reason, the Conference, or any part thereof, is prevented from being held, or the Event Venue becomes unavailable, the Organiser may cancel or postpone the Conference. In such event, the Organiser shall not be responsible for delays, damage, loss, increased costs, or other unfavourable conditions arising by virtue thereof, and the delegate(s) waive(s) all or any claim(s) for loss, expense or damage against the Organiser arising there from.
- b. Refunds will be issued for cancellations received in writing via e-mail by **30 September 2026, 23:59 hrs (GMT+7)**. A cancellation fee of **20%** of the total registration fee per delegate is applicable. There will be no refunds after this date.
- c. If the delegate is unable to attend the Conference, a substitute delegate is welcomed at NO extra charge provided written notification is given to the Organiser by **20 September 2026, 23:59 hrs (GMT+7)**.

6. CHANGE OF CONFERENCE DATE, SPEAKERS, PROGRAMME CONTENT AND VENUE

The Organiser reserves the right to change the Conference Date, speakers, programme content and Event Venue should circumstances so require.

7. REFUSAL OF ADMISSION

The Organiser reserves the right to refuse admission or remove any person from the Conference & Exhibition at its absolute discretion, without incurring any liability whatsoever. This will include anyone deemed drunk, disorderly, under the influence of drugs or other substance, other than that which is medically prescribed, or whose dress appearance or general behaviour is liable to disturb any Exhibitor or persons attending the Conference.

8. VENUE REGULATIONS

The delegate(s) shall abide by the Rules and Regulations of the Event Venue. Failure to comply with the Rules and Regulations will constitute grounds for breach of the terms and conditions herein.

9. VIRTUAL PARTICIPATION REGULATIONS

The Organiser shall not be liable for any delay or failure to perform its obligations under the terms and conditions herein due to circumstances beyond the control and without the fault or negligence of the Organiser including any equipment or service failure where such equipment or service is not within the sole control of the Organiser; as a result any network failure or incompatibility; or matters beyond the Organiser's reasonable control. A virtual pass entitles the delegate to watch the Opening Ceremony, Keynote Presentation, Mainstage Talks and Closing session.

- a. Please note that there will not be any interpretation services provided for sessions streamed to the RT2026 virtual platform. However, delegates attending virtually will still have the option to submit questions during the Plenary Q&A sessions.

10. BREACH OF TERMS AND CONDITIONS

In cases where the delegate(s) fails to observe and perform any of the terms and conditions herein, the Organiser shall reserve the right to refuse performance of all its obligations herein towards the delegate(s) and all fees paid by the delegate(s) to the Organiser will be forfeited. The delegate(s) shall furthermore indemnify the Organiser for all losses and damages resulting from such failure in observing or performing the terms and conditions herein.

11. EXCLUSION OF LIABILITY

- a) The Organiser, its subcontractors, agents and/or employees have the right to immediately alter or cancel the Conference or any arrangements, timetables, plans or other items relating directly or indirectly to the Conference. The delegates shall not be entitled to any compensation for damages that result from such alteration or cancellation. Furthermore, neither the Organiser, its subcontractors, agent and/or employees shall at any time be liable for any loss, damage or injury whatsoever, howsoever suffered by any of the delegate(s) or any loss or damage to property of any delegate(s) arising from or in connection with his/her participation in the Conference.
- b) The delegate shall indemnify the Organiser, its directors, officers, employees, and agents against any loss, costs, damage, injury, expenses and liabilities whatsoever, save and except where such damages, costs, expenses, claims or losses are solely caused by the Organiser's wilful acts, omission or negligence.

The Organiser, its directors, officers, employees, and agents shall not be liable for (i) any loss, theft, damage or injury to any persons or any property during the however arising; and (ii) any indirect, incidental, consequential, special, or punitive damages, including but not limited to loss of profits, loss of business opportunity, or loss of goodwill, arising out of or in connection with the Conference.

To the extent the Organiser, its directors, officers, employees, and agents liability is not excluded pursuant to this Section, the Organiser's total aggregate liability arising out of or related to this Conference, whether in contract, tort (including negligence), or otherwise, shall be strictly limited to the amount of USD 100.

12. FORCE MAJEURE

The Organiser shall not be liable for any delay or failure to perform its obligations under the terms and conditions herein due to circumstances beyond the control and without the fault or negligence of the Organiser

including but not limited to, war (declared or undeclared), natural disaster, acts of God, fire, blockades, earthquakes, acts of terrorism and matters beyond the Organiser's reasonable control.

13. PRIVACY POLICY

The delegate(s) hereby confirm that they have read and understood the [RSPO privacy policy](#) and its terms therein and herein signify their unconditional acceptance of the terms of the privacy policy.

14. INTERPRETATION, GOVERNING LAW AND JURISDICTION

Interpretation of the terms and conditions herein lies solely with the Organiser. The terms and conditions herein shall be governed by and construed according to the laws of Malaysia. The parties hereto hereby agree to submit to the exclusive jurisdiction of the courts of Malaysia.

15. SUCCESSORS IN TITLE AND LAWFUL ASSIGNS

The terms and conditions herein shall be binding upon the parties, its successors in title and lawful assigns.