

# NORDDDESIGN 2026 Registration Guidelines

Welcome to the registration for NordDesign2026.

Please follow the steps below to complete your registration through the ConfTool registration module.

## Accessing the Registration System

Start by going to the **ConfTool** NORDDDESIGN2026 page <https://www.conftool.net/norddesign2026/>

If you are a new user, create an account by providing your details.

If you already have an account, log in using your credentials.

Fields marked with an asterisk (\*) are mandatory.

To start the registration process, please click on “**Register as Participant**” on the overview page of your ConfTool account.

## Registration STEP 1: Participant Status

Choose the appropriate **Participant Status / Group** based on your participation type:

1. Design Society Member
2. Non-member

When selecting the Member category, submission of a valid membership number is required. Please ensure you have your membership number ready when completing your registration.

If you are not yet a member of the Design Society, but would like to join, please visit [www.designsociety.org/register](http://www.designsociety.org/register)

If you have a tuni.fi email address, the TUNI Staff category will appear. Choose this option only if your registration fee will be paid internally by a Tampere University cost centre. At the end of the form, you will be asked to enter the faculty, cost unit, and the name of the person approving the cost.

## Registration STEP 2: Event and Item Selection

The conference fee will appear according to your participation type and registration period. Early bird fee is applied until 14 May, 2026.

Please indicate the dates for your participation between 12 and 14 August.

The conference fee is a flat rate, including participation in all conference events; however, knowing the number of attendees on specific days aligns with commitment to sustainability, as it allows us to avoid food waste, coordinate logistics better, and make more eco-friendly decisions throughout the event.

Under networking events, you can indicate participation in a get-together event, a reception hosted by the City of Tampere and a conference dinner.

In the practical details section, you can indicate your dietary restrictions.

For an accompanying person, access to the Get-together Party can be purchased for 30 € and a Dinner Ticket for 90 €. You can also register your accompanying person for the city reception. Please indicate the name of the accompanying person and the special diet, if applicable.

### Step 3. Payment Details

Choose your **preferred payment method**:

1. credit card, using a secure online payment service
2. bank transfer

Recipient of invoice:

- Please use the participant's address or provide an alternative invoicing address.
- If the invoice should be issued to an address different from the participant's, submit the billing details here.
- A reference ID, purchase order number, or VAT number may be provided for inclusion on the invoice.

Complete the payment process as instructed.

### Step 4. Confirmation

You will receive a **confirmation email** with your recorded registration details. **Registration is not complete until your full payment is received.**

If your credit card payment fails, please return to the registration platform to retry your payment. A payment button will appear at the top of your index page.

You can enter your details and print the registration invoice by clicking on **Participant Data**.

### Modifications and Cancellations

For modifications to your registration, please contact [norddesign2026@taloevents.fi](mailto:norddesign2026@taloevents.fi)

For cancellations, refer to the **cancellation policy**:

- Registration of participation is binding.
- Registered participants who are unable to attend the conference may request a refund of their paid fees, minus a € 50 processing fee, provided that written notice of cancellation is received by email to [norddesign2026@taloevents.fi](mailto:norddesign2026@taloevents.fi) no later than **12 June 2026**. Refunds will be processed after the conference. No refunds will be issued for cancellations made after this date.
- Participation is not guaranteed until full payment of the registration fee is received.
- The conference program is subject to change.
- If the conference is cancelled by the organizer, all payments will be refunded. In such a case, the organizer will have no further liability to the participant. If the conference is postponed, registrations will remain valid.

### Issuer Data of Registration Confirmations, Invoices and Receipts

Issuer of invoices and receipts is NordDesign2026 c/o Talo Events Ltd. Yliopistonkatu 55, FIN-33100 Tampere, Finland

The Local Organizer of the NordDesgn2026 conference, Tampere University Foundation sr (FI28445618), has authorized Talo Events Ltd (FI33743951) to manage practical arrangements including processing registration fees.

The invoice is tax-exempt. Registration fees are exempt from VAT in accordance with applicable tax regulations.