

Appendix C: Drop-out Policy

We understand that unforeseen circumstances may arise that could lead your team needing to withdraw from the Berlineaton Case Competition. To ensure transparency and fairness, we have established the following dropout policy:

1. Notification of Withdrawal:

Teams or participants who need to withdraw from the competition must notify the competition organizers as soon as possible. Notification should be sent in writing via email to cchase@berlineaton.com.

The email should include the team's name, the reason for withdrawal, and any relevant supporting documentation (if applicable).

Your withdrawal will be considered complete when you receive confirmation in writing from Berlineaton via email. If you do not receive this confirmation within 24 hours of submitting your notification of withdrawal, please reach out again.

2. Deadline for Withdrawal:

Teams must withdraw before the case submission deadline (**September 27, 2023, at 5 pm PST**).

Late withdrawals can disrupt the competition schedule and judging process, affecting fairness for other participants. Teams that withdraw close to or during presentation rounds may prevent other teams from having an adequate number of competitors to compete against. Any withdrawal after the competition has officially commenced may result in penalties or disqualification.

3. Penalties for Withdrawal:

Failure to participate without proper withdrawal notification may lead to exclusion from future events organized by the same entity.

If a team believes there are exceptional circumstances that warrant consideration for leniency, they may submit an appeal in writing to cchase@berlineaton.com. Appeals will be reviewed on a case-by-case basis, and the decision of the organizers will be final.

4. Impact on Other Team Members:

If one member of a team decides to withdraw, the remaining team members must notify the organizers of their intention to continue or withdraw as well. If a majority of team members decide to withdraw, the team may be disqualified from the competition.

By participating in the Berlineaton Case Competition, our team acknowledges that we have read, understood, and agree to abide by this Dropout Policy. We understand that failure to adhere to these guidelines may result in penalties as outlined above.

