



GROUP REGISTRATION FORM

1. The group registration process is valid for a **minimum of 10 delegates**.
2. In order to facilitate your group registration, please fill out this form and return by email to: reg_esid20@kenes.com
3. In order to benefit from the reduced group registration fees, payments must be paid **prior to the below deadlines**.
4. Please send the **final** name list no later than **4 weeks prior** to the Meeting. Please do not send preliminary name lists.
5. Name changes will be permitted free of charge until **2 weeks prior** to the Meeting (up to 15% of the participants' names). After this date, any name change will be subject to 30 EUR charge per name.
6. **Onsite group registration pick-up** for groups leaders will be available upon request.
7. Payment is accepted by credit card or bank transfer. Credit card payment is subject to **additional 4% commission**.
8. **Cancellation policy:** Refund of registration fee will be as follows:
Note! Refunds for groups will be processed after the Meeting.
 - Cancellations received up to and including August 11, 2020 – full refund
 - Cancellations received from August 12 until September 9, 2020 – 50% refund
 - From September 10, 2020 – no refund will be made
9. Fees for Meeting participants include:
 - Participation in all scientific sessions
 - An invitation to the Opening Ceremony and Welcome Reception
 - Entrance to the Exhibition
 - Printed Meeting Materials
 - Refreshments as per times scheduled in the scientific programme
 - Certificate of attendance (sent via email after the Meeting)

10. Please fill in the below information:

Company (Group Name): _____

Booking Agency (if relevant): _____

Contact Person: _____

Email: _____



REGISTRATION CATEGORIES

Registration Fees in EURO (Fees apply to payments received prior to the deadlines):

REGISTRATION CATEGORIES	SUPER EARLY FEE UNTIL AUGUST 10, 2020	EARLY RATE FROM AUGUST 11 TO SEPTEMBER 8	LATE FEE FROM SEPTEMBER 9
ESID Member *	€200	€275	€365
ESID Member Junior**	€100	€150	€200
Non-Member	€275	€425	€515
INGID Member***	€50	€120	€165
Educational Day Only	€80	€80	€80

* Become an **ESID member** 2020/2021 to benefit from preferential rates - visit www.esid.org. ESID Members who wish to benefit from the reduced registration rates must have renewed their membership for 2020/2021 prior to registering to the Congress. For more information on ESID membership please visit www.esid.org or contact the ESID Membership Services at esidmem@kenes.com. In order to benefit from ESID Membership reduced rates please apply for membership at least 5 days (Mon – Fri) prior to the registration deadline.

** **ESID Member Junior** – Reduced fee for:

- Members under 35 years of age (please indicate your date of birth and upload a copy of your ID)
- Members between 35 and 40 years of age who are still in training (please indicate your date of birth and upload a copy of your ID)

*** **INGID Member** - In order to obtain the special fee for nurses, please login with the email address and last name you have used on your application for INGID Membership

**** In order to obtain the special fee for **Nurse**, a status approval letter must be uploaded during the online registration process



Group Registration Details:

1. Required registration category: _____ No. of Registrations: _____
2. Required registration category: _____ No. of Registrations: _____
3. Required registration category: _____ No. of Registrations: _____

Total Group Participants: _____

Important Note: Abstract Presenters

In case there are Abstract Presenters among the group delegates please advise the names and abstract numbers in advance in order to guarantee the abstract will remain in the Scientific Programme.

Please mark below accordingly:

- ☐ There are no abstract presenters in this group
- ☐ Attached is a list of the abstract presenters in this group

Group Registration Pick-up

Group registration collective pick-up onsite will be available, an appointment must be coordinated in advance. Exact times will be advised prior to the Meeting.

Note: in case of group registration pick-up, individual barcode confirmation letters **will not** be sent to group participants.

We strongly recommend individual pick-up.

Please mark below accordingly:

- ☐ Group registration pick-up is required
- ☐ No group pick-up, the delegates will be collecting their registrations individually.

PAYMENT DETAILS

Payment information:

Billing Address (to appear on invoice and receipt): _____

VAT number: _____

Data Protection:

I confirm that the group delegates whose names we will share with Kenes for the purpose of registration to the event, have agreed to this data share and its purpose.

This form was submitted by:

Full Name: _____

On Behalf of (company name): _____

Signature _____ Date _____

Please select a method of payment (credit card or bank transfer):

1. Credit card payment (Credit card payment is subject to additional 4% commission):

I authorize 'KENES International – Organizers of Congresses' to charge the below credit card for the amount of:
_____ EURO

Type: Visa / MasterCard / AMEX

Number: _____

Expiration date: _____

Name of Card holder: _____

Address (as per Credit card records): _____

☐ Security digits (on the back of the credit card): _____

Signature of Card Holder: _____

2. Bank Transfer Payment:

- Please ensure that the name of the group/paying company are stated on the bank transfer.
- Bank charges are the responsibility of the payer and should be paid at source in addition to the registration fees.

Please make drafts payable in EURO only to:

Account Name : ESID 2020 Congress, Birmingham (Account Holder: Kenes International)

Bank Details: Credit Suisse Geneva, 1211 Geneva 70, Switzerland

Account Number: 1500934-92-213

IBAN Number: CH84 0483 5150 0934 9221 3

Bank Code: 4835

Swift No: CRESCHZZ80A