



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_icopa22@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 <u>fina</u>l name list no later than **4 weeks prior to the congress**. Please do not send preliminary name lists.
- 5. Name changes will be permitted free of charge until **2 weeks prior** to the congress (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 congress.

- Cancellations received until and including June 2, 2022 full refund.
- Cancellations received between June 3 until August 8, 2022 50% will be refunded.
- As of August 9, 2022 no refund will be made.

9. FEES FOR CONGRESS PARTICIPANTS INCLUDE:

In Person Congress Package for Participants:

- Participation in all scientific sessions.
- Opening Ceremony and Welcome Reception.
- Access to the Exhibition Area.
- Coffee breaks & lunches as indicated in the program.
- Dedicated time and place for Networking.
- 3 months access to the ICOPA 2022 virtual platform and all benefits of the virtual Category which includes access to online content and networking opportunities.

Online Congress Package for Participants:

- Open access to all presentations and session recordings. Create your own schedule, attend any and all of the sessions whenever and wherever.
- Network with colleagues. Browse a list of participants and click on their names to contact them.
- Access all the e-posters. Browse research on the hottest topics published in the congress digital abstract book and connect with the abstract authors and other colleagues from around the world through the e-poster virtual consultations.
- Visit the virtual exhibition hall. Journey through the exhibition booths, explore the displayed materials, contact exhibitors directly, and chat with other visitors.





REGISTRATION CATEGORIES

Fees apply to payments received prior to the indicated deadlines.

REGISTRATION CATEGORIES	EARLY RATE UNTIL JUNE 1, 2022	REGULAR RATE JUNE 2 – JULY 27, 2022	ONSITE RATE FROM JULY 28, 2022
In-person participation			
Full participant	€ 595	€ 695	€ 800
Low & Lower-middle income countries*	€ 350	€ 595	€ 750
Student**	€ 225	€ 495	€ 650
Student** from Low & Lower-middle income countries*	€ 225	€ 395	€ 550
Virtual participation			
Full participant	€ 350	€ 350	€ 495
Student**	€ 225	€ 225	€ 395

^{*}Low & Lower-Middle Income Countries classification is defined according to the World Bank Country Classification.

Group Registration Details:

Pharmaceutical c	ompany name	_	
1. Required regist	ration category:	No. of Registrations:	
2. Required regist	ration category:	No. of Registrations:	
3. Required regist	ration category:	No. of Registrations:	
Total Group Parti	cipants:	_	
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 belo	w accordingly:		
There a	re no abstract presenter	rs in this group	
Attache	d is a list of the abstract	presenters in this group	

^{**} Proof of Student status is mandatory – In order to benefit from the special fee, a submission of your status confirmation (approval letter signed by the Head of Department or copy of your status ID) must be uploaded during the Online registration.





Group Registration Pick-up

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

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

We stro	ngly recommend individual pick-up.
Please n	nark below accordingly:
	Group registration pick-up is required.
	No group pick-up, the delegates will be collecting their registrations individually.
Data Pro	otection:
	I confirm that prior to transferring Kenes the group delegates contacts, our company has obtained consen from the individuals concerned.
	PAYMENT DETAILS
<u>Paymen</u>	t information:
Billing A	ddress (to appear on invoice and receipt):
VAT nun	nber:
This for	m was submitted by:
Full Nan	ne:On Behalf of (company name):
Signatur	re: Date
Please s	select a method of payment (credit card or bank transfer):
1. Credit	t card payment (Credit card payment is subject to additional 4% commission):
	ize 'KENES International – Organizers of Congresses' to charge the below credit card for the amount of:EUR. *** Please authorize the full amount, including the 4% credit card fee.
Type: Vi	sa / MasterCard / AMEX
Number	:
Expiration	on date:
	f Card holder:
CVIC	





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.
- By Bank Transfer: (Additional 30 EUR handling fee is required)

Please make drafts payable in EUR only to:

Account name: ICOPA 2022 Congress, Copenhagen

Bank details: Credit Suisse Bank Geneva Branch, 1211 Geneva 70, Switzerland

Clearing number: 4835

Account number: 1500934-92-385

Swift code: CRESCHZZ80A

IBAN number: CH96 0483 5150 0934 9238 5