



GROUP REGISTRATION CONTRACT

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_attd23@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 conference**. Please do not send preliminary name lists.
5. Name changes will be permitted free of charge until **2 weeks prior** to the conference (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 conference.

All cancellations must be emailed prior to the below deadlines:

- Cancellations received up and including December 8, 2022: full refund.
- Cancellations received between December 9, 2022, until February 10, 2023: 50% will be refunded.
- Cancellations received from February 12, 2023: no refund will be made.

9. FEES FOR ALL HYBRID CONFERENCE PARTICIPANTS INCLUDE:

Fees for in-person participants include:

- Participation in all scientific sessions.
- Opening Ceremony and Welcome Reception.
- Access to the Exhibition Area.
- Refreshments during coffee breaks as indicated in the program.
- Dedicated time and place for Networking.
- Delegate bag including all conference printed material
- ATTD 2022 Yearbook Online
- Open access to the ATTD Virtual Platform where participants will be able to view presentations and session recordings whenever and wherever they choose during the Conference days, virtually network with colleagues and access e-posters

Fees for online category include:

- Open access to the ATTD Virtual Platform where participants will be able to view presentations and session recordings whenever and wherever they choose during the Conference days.
- Network with colleagues. Browse a list of participants and click on their name to contact them.
- Earn CME credits. Participate in the scientific program and be eligible to receive the number of CME credits attributed to the virtual meeting.



- Access all the e-posters. Browse research on the hottest topics published in the conference digital abstract book and connect with the abstract authors and other colleagues from around the world through the e-poster virtual consultations and ATTD 2022 Yearbook Online.

10. Please fill in the below information:

Company (Group Name): _____

Booking Agency (if relevant): _____

Contact Person: _____

Email: _____

REGISTRATION CATEGORIES

In-Person Participation Fees (in EUR) apply to payments received prior to the indicated deadlines.

IN-PERSON REGISTRATION CATEGORY	EARLY BIRD RATE UNTIL DECEMBER 7, 2022	REGULAR RATE DECEMBER 8, 2022 - FEBRUARY 7, 2023	ONSITE RATE FROM FEBRUARY 8, 2023 ONWARDS
Full participant	€ 645	€ 745	€ 805
Students/Fellows/ Nurses/Dietitians*	€ 415	€ 415	€ 515
Upgrade your registration:			
GOLD PASS**	€ 70	€ 70	€ 70
FLEX***	€ 50	€ 50	€ 50

Online Participation Fees (in EUR) apply to payments received prior to the indicated deadlines.

ONLINE REGISTRATION CATEGORY	EARLY BIRD RATE UNTIL DECEMBER 7, 2022	REGULAR RATE DECEMBER 8, 2022 - FEBRUARY 7, 2023	ONSITE RATE FROM FEBRUARY 8, 2023 ONWARDS
Full participant	€ 445	€ 490	€ 545
Students/Fellows/ Nurses/Dietitians*	€ 270	€ 320	€ 370
Upgrade your registration:			
GOLD PASS**	€ 70	€ 70	€ 70

* Proof of Student/Fellow/Nurse/Dietitian 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 sent during the registration.

** GOLD PASS Retain access to all Conference materials and virtual session recordings up to 3 months after the Conference. Gain access to the Conference digital library, including abstracts, e-posters, and sponsorship materials whenever and wherever you want and continue your learning experience after the Conference.

*** FLEX Want to attend in-person, but concerned your ability to travel may change? Purchase Flex with your In-Person registration for the freedom to convert to Online registration any time before the meeting and receive a refund of the difference in fees.



EU national legislation and codes of practice prohibit the advertising of prescription-only medicines to individuals not licensed/authorised to prescribe or supply 'prescription medicines', apply (Medicines for Europe Code. Article 4.1. Non-promotion of prescription-only medicines).

In order to prevent these groups from being actively approached with advertising, they will be identified as such.

Group Registration Details:

Pharmaceutical company name: _____

Required registration category: _____ No. of Registrations: _____

Required registration category: _____ No. of Registrations: _____

Required registration category: _____ No. of Registrations: _____

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 will be available onsite, an appointment must be coordinated in advance. Exact times will be advised prior to the conference.

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.

Data Protection:

- I confirm that prior to transferring Kenes the group delegates contacts, our company has obtained consent from the individuals concerned.



PAYMENT DETAILS

Payment information:

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

VAT number: _____

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):

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

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

_____ EUR. *** Please authorize the full amount, including the 4% credit card fee.

Type: Visa / MasterCard / AMEX

Number: _____ Expiration date: _____

Name of Card holder: _____ CVC: _____

Signature of Card Holder: _____

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 EUR only to:

Account name: ATTD 2023 Congress, Berlin

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

Clearing number: 4835

Account number: 1500934-92-449

Swift code: CRESCHZZ80A

IBAN number: CH17 0483 5150 0934 9244 9