

## 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\\_adpd22@kenes.com](mailto:reg_adpd22@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 hybrid conference**. Please do not send preliminary name lists.
5. Name changes will be permitted free of charge until **2 weeks prior** to the hybrid 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 hybrid conference.**

- Cancellations received until and including December 21, 2021– full refund.
- Cancellations received between December 22 until March 2, 2022– 50% will be refunded.
- After March 3, 2022– no refund will be made.

## **9. FEES FOR ALL HYBRID CONFERENCE PARTICIPANTS INCLUDE:**

### In Person Conference Package for Participants:

- The AD/PD™ 2022 Conference will offer you a full hybrid experience and the opportunity to take part in every aspect of the Conference including:
- Participation in all scientific sessions
- Printed material of the Conference
- An invitation to the Welcome Reception on Wednesday, March 16, 2022
- Earn CME credits attributed to the AD/PD™ 2022 Conference.
- Entrance to the Exhibition and Poster Area
- Conference refreshments as per breaks indicated in the program
- Fees for daily participants include the above entitlements for the day of registration only
- Open access to the AD/PD™ 2022 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.



Online Conference Package for Participants:

- The AD/PD™ 2022 Conference will offer you a full virtual experience and the opportunity to take part in every aspect of the program including:
- Open access to presentations and session recordings. Create your own schedule, attend any and all of the sessions whenever and wherever you choose during the Conference days.
- Network with colleagues. Browse a list of participants and click on their name to contact them.
- Earn CME credits attributed to the AD/PD™ 2022 Conference.
- Access all the e-posters. Browse research on the hottest topics published in the online Journal of the Neurological Sciences and connect with the abstract authors and other colleagues from around the world through the e-poster virtual consultations.
- Join the debate. During live-streamed or recorded sessions, participate in live conversations with delegates from all over the world.
- Visit the virtual exhibition hall. Journey through the exhibition booths, explore the displayed materials, contact exhibitors directly, and chat with other visitors

**10. Please fill in the below information:**

Company (Group Name): \_\_\_\_\_

Booking Agency (if relevant): \_\_\_\_\_

Contact Person: \_\_\_\_\_

Email: \_\_\_\_\_

**REGISTRATION CATEGORIES**

Fees apply to payments received prior to the indicated deadlines. Includes 22% VAT.

***GOLD TRACK: Upgrade your registration to the "Gold Track" to receive extended access to the complete Virtual Conference experience!***

**Gold Track Members Benefits:**

- Retain access to all Conference materials and virtual session recordings **up to 6 months** after the Conference.
- Gain access to the Conference digital library, including abstracts, e-posters, exhibition, and sponsorship materials whenever and wherever you want and continue your learning experience after the Conference.

**In Person Registration:**

Category	Early Deadline Up to and including December 20, 2021		Late Deadline From December 21, 2021 up to and including March 1, 2022		Onsite Deadline From March 2, 2022	
	Regular Track	Gold Track	Regular Track	Gold Track	Regular Track	Gold Track
Duration	<i>During Conference days</i>	<i>During Conference days + 6 months post Conference</i>	<i>During Conference days</i>	<i>During Conference days + 6 months post Conference</i>	<i>During Conference days</i>	<i>During Conference days + 6 months post Conference</i>
In person Conference Package - Full Participants	770	840	900	970	970	1040
In person Conference Package – Trainee * (Students/Fellows/Nurses)	380	450	410	480	470	540
In person Conference Package - Participants from Low-Middle Income Countries**	550	620	650	720	700	770
In person Conference Package - Daily Registration	470		520		570	

**Online Registration:**

Category	Early Deadline Up to and including December 15, 2021		Late Deadline From December 16, 2021 up to and including March 4, 2022	
	Regular Track	Gold Track	Regular Track	Gold Track
Duration	<i>During Conference days</i>	<i>During Conference days + 6 months post Conference</i>	<i>During Conference days</i>	<i>During Conference days + 6 months post Conference</i>
Full Participant	400	470	450	520
Trainee* (Students/Fellows/Nurses)	250	320	300	370

**Group Registration Details:**

Pharmaceutical company name - \_\_\_\_\_

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 will be available onsite, an appointment must be coordinated in advance. Exact times will be advised prior to the hybrid 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):**

**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: \_\_\_\_\_ 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:** \_\_\_\_\_

**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: AD/PD 2022, Barcelona**

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

**Clearing number: 4835**

**Account number: 1500934-92-335**

**Swift code: CRESCHZZ80A**

**IBAN number: CH88 0483 5150 0934 9233 5**

