



## **GROUP REGISTRATION CONTRACT**

1. The group registration process is valid for a **minimum of 10 delegates**.
2. To facilitate your group registration, please fill out this form and return by email to: [\\_reg\\_adpd25@kenes.com](mailto:_reg_adpd25@kenes.com)
3. To benefit from the reduced fees (Early rate, regular rate), 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 Euros 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 electronically mailed. Refund of registration fee will be as follows:

Note, in case of cancellation at any stage, Bank transfer admission fee (30 Euro) will not be refunded – applicable to Bank Transfer payments only.

- Cancellations received up and including December 18, 2024 – full refund
- Cancellations received from December 19, 2024, until March 4, 2025 – 50% will be refunded
- From March 5, 2025 – no refund will be made

### **9. In Person Attendance Conference Package for Participants:**

The AD/PD™ 2025 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.
- Entrance to the Exhibition and Poster Area.
- Conference refreshments as per breaks indicated in the program.
- Open access to the AD/PD™ Virtual Platform where participants will be able to view presentations and session recordings whenever and wherever they choose during the Conference days and access e-posters.



**10. Online Attendance Conference Package for Participants:**

The AD/PD™ 2025 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.
- Network with colleagues. Browse a list of participants and click on their name to contact them.
- Earn CME credits attributed to the AD/PD™ 2025 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.

**11. Upgrade your registration to the Gold Registration Track for extended access: Receive the complete Conference experience.**

Gold Track Members Benefits:

- Retain access to all Conference materials and virtual session recordings 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.
- The session recordings will be available, after the conference to AD/PD™ “Gold Track” delegates, on UNLOK.
- New to AD/PD™ on UNLOK? Please create your free account here (<https://login.unlok-education.com/register/unlok>). (important note: please register to UNLOK with the same email as your AD/PD™ 2025 Registration)

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

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

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

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

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

## REGISTRATION CATEGORIES

Fees (in EUROS) apply to payments received prior to the indicated deadlines.

Registration category	Early rate Until December 18, 2024		Regular rate From December 19, 2024 - March 4, 2025		Onsite rate From March 5, 2025	
	Regular Track	Gold Track	Regular Track	Gold Track	Regular Track	Gold Track
<b>In-person (Onsite) Participation</b>						
Full participant - (physical)	€ 925	€ 1,045	€ 990	€ 1,110	€ 1,105	€ 1,225
Low & Lower-middle income countries **	€ 570	€ 670	€ 670	€ 770	€ 720	€ 820
Trainee *(Student/Nurse/Fellow)	€ 400	€ 500	€ 450	€ 550	€ 500	€ 600
<b>Online (Virtual) Participation Only</b>						
Full participant	€ 450	€ 570	€ 450	€ 570	€ 500	€ 620
Trainee *(Student/Nurse/Fellow)	€ 300	€ 400	€ 300	€ 400	€ 350	€ 450

\*Trainee (Student/Fellow/Nurses) – status must be certified – An official supportive letter from the institution, signed by the head of the department confirming your status, or a valid status ID card must accompany the registration.

\*\*Low & Lower-middle income countries are defined according to the World Bank Country Classification; click here to see the Country Classification data.

### 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 Program.

**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.

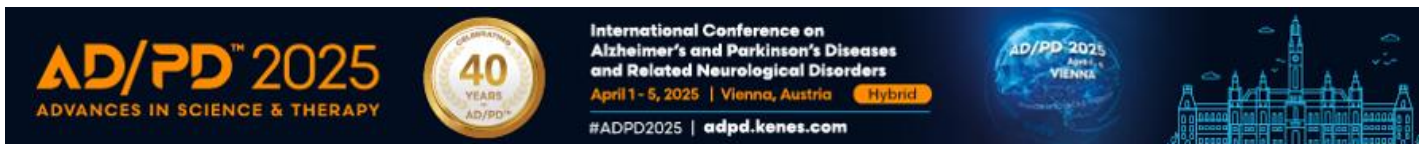
We strongly recommend individual pick-up.

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

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

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

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 EUROS only to:

**Account Name:** ADPD25 Congress Vienna, Austria (Account holder: KENES INTERNATIONAL)

**Bank details:** CREDIT SUISSE (Switzerland) Ltd.

**Bank Code:** 4835

**Swift No:** CRESCHZZ80A

**Account Number:** 1500934-92-682

**IBAN No:** CH31 0483 5150 0934 9268 2

- Registration will only be valid upon receipt of the full payment by the registration department according to the deadline indicated. An email confirming registration will only be sent after receipt of the required fees.
- Outstanding payments will be collected on-site and charged the on-site rate. A copy of the bank transfer (or other proof of payment) will be required if registration fees were not credited to the meeting account on time.