

# 20<sup>th</sup> Congress of the European Sleep Research Society



Lisbon, Portugal  
14 – 18 September 2010

## GROUP REGISTRATION POLICY

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- In order to proceed with your group registration you are requested to return the completed group registration form to [esrs@congrex.com](mailto:esrs@congrex.com) . **The full address details as shown on the form are requested for each participant !**
- For invoicing purposes, please inform us who the contact person within your company is, along with full name, complete postal address and contact details (phone, fax and email)of this person. Upon receipt of your list you will receive the invoice and the confirmations by postal mail. Payment can be done by credit card (VISA, Mastercard and Amexco) and bank transfer.

### Registration Fees (Euro)

	Up to 28 April 2010	As from 29 April 2010 to 28 July	As from 29 July
Member ESRS	€ 300.–	€ 400.–	€ 450.–
Member ESST	€ 250.–	€ 300.–	€ 350.–
Non-member	€ 400.–	€ 500.–	€ 550.–
Student / Trainee	€ 200.–	€ 250.–	€ 300.–

\*Students / Trainees will need to provide proof (written certification)

- Any name change will be subject to Euro 30 charge per name.
- Cancellation policy: The fees minus handling charges (25%) will be refunded, if the cancellation is made in writing up to 30 July 2010. After this date no refund will be possible. **If you do a no-name group contract, the cancellation policy of the contract apply!**
- The opportunity of picking up the documents for your group in advance will be offered to you in order to facilitate the pre-registration procedure. In order to arrange your pick-up time you will be contacted 3-4 weeks prior to the congress.
- There is the possibility to sign a group contract where you register a defined number of participants until 28 April 2010. Full payment has to be done until that date to valid the contract. The advantage is that you have time to hand in the group registration form until 19 May 2010. Free name changes are also permitted until that date. For further information please contact [esrs@congrex.com](mailto:esrs@congrex.com) .

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