

GROUP REGISTRATION POLICY

- In order to proceed with your group registration you are requested to return the completed group registration form to ectrims@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 American Express) and bank transfer.

Registration fees (EUR)	Until August 18, 2010	As from August 19, 2010
Congress delegates	450	600
RIMS members**	200	300
Physicians in training, researchers and therapists*	200	300
Teaching Courses	30	40
Accompanying person	30	40

* **Physicians in training: colleagues born after January 1, 1975; copy of passport required**
Therapists: confirmation from head of department required

** **RIMS members must provide a receipt of their membership status 2010**

- 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 until 25 August 2010 afterwards no refund is 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 18 August, 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 22 September, 2010. Free name changes are also permitted until that date. For further information please contact ectrims@congrex.com