

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_espghan23@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 congress**. Please do not send preliminary name lists.
5. Name changes will be permitted free of charge until **2 weeks prior** to the congress (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 congress.
All cancellations must be emailed prior to the below deadlines:
 - Cancellations received up and including March 13, 2023: full refund.
 - Cancellations received between March 14 until May 2, 2023: 50% will be refunded.
 - Cancellations received from May 3, 2023: no refund will be made.
9. **Fees for In-Person participants include:**
 - Participation in all scientific sessions
 - All printed Congress materials
 - An invitation to the Welcome Reception
 - Entrance to the Exhibition



- Coffee and Lunch breaks as per times scheduled in the scientific programme
- 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 congress days. Recorded sessions will be available for 6 months after the congress.

Fees for Virtual Congress Ticket include:

- 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 congress days. Recorded sessions will be available for 6 months after the congress.
- Network with colleagues. Browse a list of participants and click on their name to contact them.
- Earn CME credits attributed to the ESPGHAN 2023 Annual Meeting.
- Access all the e-posters 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.

10. Please fill in the below information:

Company (Group Name): _____

Booking Agency (if relevant): _____

Contact Person: _____

Email: _____



REGISTRATION CATEGORIES

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

Category	Early Deadline Until 13 March 2023	Regular Deadline From 14 March, until 25 April 2023	Late/Onsite Rate From 26 April 2023
ESPGHAN Member (1)	€ 330	€ 495	€ 595
Non-Member	€ 720	€ 830	€ 950
Allied Health Professionals - ESPGHAN Member (1)(2)	€ 220	€ 275	€ 385
Trainee ESPGHAN Member (1)	€ 220	€ 275	€ 385
Allied Health Professionals - Non Member(2)	€ 330	€ 440	€ 495
NASPGHAN Member (3)	€ 580	€ 695	€ 825
Young Investigator (4)	€ 330	€ 440	€ 495
Student (5)	€ 220	€ 330	€ 385
Low & Lower-middle income countries (6)	€ 275	€ 385	€ 440
Emeritus Member fee		€ 220	
Day rate Trainee, AHP - ESPGHAN Member (1)(9)		€ 195	
Day rate AHP, Students, Young Investigator - Non-Member (2)(5) (9)		€ 220	
Day rate ESPGHAN member (1)(9)		€ 330	
Day rate Non member(9)		€ 395	
Ticket for Virtual Congress		€ 720	
Run with the council Ticket		€ 25	
ESPGHAN Members' Evening (ONSITE only)		€ 55	
Clinical Course in PGHAN (ONSITE only) (7)	€ 165	€ 195	€ 225
IBD Course (ONSITE only) (7)	€ 165	€ 195	€ 225
AHP Course (ONSITE only) (7)	€ 110	€ 155	€ 200
Endoscopy Learning Zone (ONSITE only) (8)	€ 85	€ 85	€ 85
Motility Learning Zone (ONSITE only) (10)	€ 50	€ 50	€ 50



- (1). ESPGHAN Member** – To be entitled to register at a reduced member rate, the participant’s membership must be valid at the time of the ESPGHAN 55th Annual Meeting. We reserve the right to change the registration category to Non-Member if the status of the membership is not up to date.
 - (2). Allied Health Professionals** – Allied Health Professionals include Nurses and Dieticians and must provide proof of their AHP certification in order to qualify at the stated rate. [Click here to download the AHP certification template.](#) Please use this template and upload the proof during the online registration.
 - (3). NASPGHAN Member** – To be entitled to register at a reduced member rate, the participants’ membership must be valid at the time of the ESPGHAN 55th Annual Meeting. We reserve the right to change the registration category to Non-Member if the status of your membership is not up to date.
 - (4). Young Investigator** – A Young Investigator is defined as someone working in Paediatric GI, Hepatology or Nutrition for less than 10 years. They should ensure that they have a confirming letter from a sponsoring member of ESPGHAN to be uploaded during online registration.
 - (5). Student** – To receive a student discount a copy of a valid student ID must be uploaded during online registration.
 - (6). Low & Lower-middle income countries** are defined according to the World Bank Country Classification; click [here](#) to see the Country Classification data.
 - (7). For all the courses (in blue)** – Please note that a registration for the Learning zones and Courses is only possible in combination with an onsite congress registration. They are an onsite exclusive. Please note that some of them take place in parallel.
 - (8). Endoscopy Learning Zone** – Please note that a registration for the Endoscopy Learning zone is only possible in combination with an onsite congress registration. Each ticket you buy will give you access to one of the Endoscopy workshops (Beginners or Advanced) that you will be required to choose later in the Registration process. You can buy more than one ticket and attend more than one workshop. They are an onsite exclusive.
 - (9). Day Rate**– One day pass ticket is only for onsite attendance. Please note the date you need to register.
 - (10). Motility Learning Zone** – Please note that a registration for the Motility Learning Zone is only possible in combination with an onsite congress registration. Each ticket you buy will give you access to one of the Motility Learning Zones that you will be required to choose later in the Registration process. You can buy more than one ticket and attend more than one workshop. They are an onsite exclusive. *The schedule may be subject to change, check the website for regular updates.
-



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 congress.

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 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: _____

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: ESPGHAN 2023 Congress. Vienna

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

Account Number: 1500934-92-496

IBAN Number: CH09 0483 5150 0934 9249 6

Bank Code: 4835

Swift No: CRESCHZZ80A