

GROUP REGISTRATION POLICY

The group registration process is valid for a **minimum of 10 delegates**.

In order to facilitate your group registration, please complete this form and send it by e-mail to reg_ics16@kenes.com or by fax to "ICS 2016 Registration Department" +41 22 906 91 56.

Once the completed and signed form is received, we will issue an invoice and send it by email.

In order to benefit from the reduced registration fees, please ensure that the signed form and payment are received **prior to the indicated registration deadlines**.

At this stage the name list of delegates is not required. You are welcome to register your group by stating the number of participants only and send us the **FINAL name list** no later than **August 11th, 2016**.

Please do not send preliminary name lists.

Note: in case there are **Abstract Presenters** among the group delegates please advise the names in advance.

Name changes (up to 15% of total participants) will be permitted free of charge until **August 23rd, 2016**. After this date, any name change will be subject to **30 USD** charge per name.

Badges and registration materials will be available for pickup on-site.

Option 1) **Individual pickup** - each delegate will be able to collect his own registration materials upon arrival.

Option 2) **Group pickup** - one person will collect the registration materials for the entire group (Appointment is required).

Further details will be provided at a later stage).

Registration Cancellation Policy

All cancellations must be sent by email:

- Cancellations received until **June 9, 2016** – full refund less 35 USD handling fee.
- Cancellations received between **June 10, 2016** and **July 13, 2016** – 50% will be refunded.
- From **July 14, 2016** – no refund will be made.

* Refund will be processed after the meeting.

Registration fees includes:

- Entrance to the Meeting sessions and Exhibition
- Annual Meeting publications
- Welcome Reception
- Coffee breaks - note no lunch will be provided at ICS 2016. Concession stands will be available throughout the convention centre
- Meeting CME credits (An application has been made to the EACCME® for CME accreditation of this event)
- Abstract and workshops on mobile app
- Free access to sessions for the 6th International Consultation on Incontinence (ICI)
- Entrance to Workshops and additional sessions - Please note only participants registered to the Annual Meeting will be entitled to register for workshops and additional sessions.

Fees for Workshops include:

- Admission to the relevant Workshop
- All relevant Workshop material
- Coffee breaks on relevant day

Company _____ Signature _____ Date _____.



GROUP REGISTRATION FORM

Registration Fees in USD. Fees apply to payments received prior to the indicated deadlines.

Category	Early fee (up to & including June 8, 2016)	Regular fee (June 9 – September 5, 2016)	On site (from September 6, 2016)
ICS Member**	<input type="checkbox"/> \$ 595	<input type="checkbox"/> \$ 695	<input type="checkbox"/> \$ 795
Non ICS Member	<input type="checkbox"/> \$ 795	<input type="checkbox"/> \$ 895	<input type="checkbox"/> \$ 995
Nurses /Physiotherapists/Early career professionals* – ICS Member**	<input type="checkbox"/> \$ 275	<input type="checkbox"/> \$ 365	<input type="checkbox"/> \$ 465
Nurses /Physiotherapists/Early career professionals* – Non ICS Member	<input type="checkbox"/> \$ 350	<input type="checkbox"/> \$ 435	<input type="checkbox"/> \$ 535
Regional Delegate****	<input type="checkbox"/> \$ 595	<input type="checkbox"/> \$ 650	<input type="checkbox"/> \$ 695
Regional Delegate****Nurses / Physiotherapists / Early career professionals*	<input type="checkbox"/> \$ 200	<input type="checkbox"/> \$ 250	<input type="checkbox"/> \$ 300
ICS 2016 Registration plus ICS Membership	<input type="checkbox"/> \$ 720	<input type="checkbox"/> \$ 820	Not Available
ICS 2016 Registration plus ICS Membership for Nurses, Physiotherapists or Early Career Professionals*	<input type="checkbox"/> \$ 345	<input type="checkbox"/> \$ 440	<input type="checkbox"/> \$ 100
Workshop - ICS Member**	<input type="checkbox"/> \$ 50	<input type="checkbox"/> \$ 50	<input type="checkbox"/> \$ 75
Workshop - Non ICS Member	<input type="checkbox"/> \$ 75	<input type="checkbox"/> \$ 75	<input type="checkbox"/> \$ 100
DayPass***for Regional delegates only ****	<input type="checkbox"/> \$ 100	<input type="checkbox"/> \$ 150	<input type="checkbox"/> \$ 200
ICS Annual Dinner (15th September)	\$ 120		

* Concession prices are available to Nurses, Physiotherapists or Early Career Professionals (professionals of all disciplines who have graduated or completed their education in their speciality field within the last 5 years).

** ICS Member prices are available to delegates who have joined or renewed their ICS membership for 2016 before registering for the Annual Meeting. Only valid ICS members as of 5 September 2016 at 23:59 BST (GMT+1) will be entitled to the ICS Member price subject to confirmation by the ICS office.

*** Valid for Wednesday 14th September only.

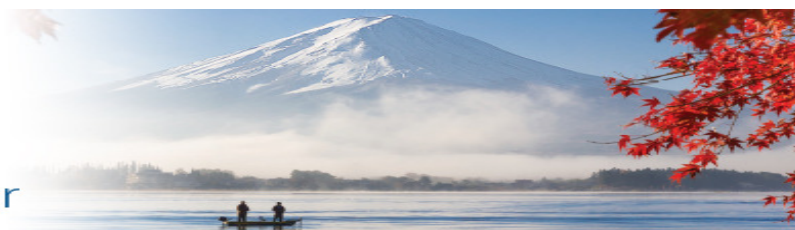
**** Available to delegates residing in 'East Asia and Pacific' as defined according to the World Bank Country Classification. See terms and conditions for full list of countries.

Limited Capacity

Spaces for the Annual Dinner, Early Career Professionals Night Out, Workshops and additional sessions are limited. Ticket sales will be on a first come, first served basis and to avoid disappointment we strongly recommended that you book at the time of your registration.

Badges & Bags

Please note that badges, bags and workshops tickets and tickets to the social events will be available at the Registration Desk at the Meeting. They will not be sent out before the Meeting. Name badges must be worn at all times to gain access to the conference venue and to workshops and scientific sessions.

**Group Registration details:**

Required category: _____ No. of registrations required: _____
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Required category: _____ No. of registrations required: _____

Pharmaceutical company name: _____

Details as should appear on Invoice:

Company name: _____

VAT number (**mandatory**): _____

Full Address: _____

Country: _____

Payment methods:

Payment is accepted by credit card or bank transfer*.

Chosen payment method (Bank transfer/VISA/AMEX/MasterCard) _____

Credit card payment is subject to additional **4% commission**.

This form was submitted by:

Contact person: _____

Company name: _____

E-mail: _____

Signature: _____

Date: _____

*** Bank Transfer info & instructions:**

- Please ensure that the name of the Meeting and the invoice number are stated on the bank transfer.
- Bank charges are the responsibility of the payer and should be paid in addition to the registration fees.
- Payment in **USD only**.

Bank account details:

Account Name - ICS 2016 Congress, Tokyo (account holder: Kenes International)

Bank details - Credit Suisse Geneva, 1211 Geneva 70, Switzerland

Bank Code - 4835

Swift No: CRESCHZZ12A

Account Number - 693980-52-765

IBAN No - CH78 0483 5069 3980 5276 5

Credit Card details to be charged:

Type: Visa / MasterCard / AMEX

Number: _____

Expiration date: _____

Name of Card holder: _____

Address: (as per Credit card records): _____

Telephone number: _____

Security digits (on the back of the credit card): _____

Date: _____

Signature of Card Holder: _____