REGISTRATION

The registration for the 46th EDTNA/ERCA International Conference in Krakow will be open on April 1, 2017. To participate at our Conference, you need to be registered. We recommend you to register in advance in order to save time & money. If you are not registered you will not be able to access the Conference.

Please do not send any payments by bank transfer unless a Letter of Confirmation is received previously, and then state the Participant ID in the transfer information field. Payments without name and Participant ID cannot be identified and processed.

Participants are kindly requested to register in advance by completing and submitting the Registration Form with the appropriate fees. If your payment is not received before the deadline dates of July 1 or August 31, 2017, the regular or late fee respectively will be automatically applied for unpaid registrations or new requests.

AFTER JULY 22, 2017
You may not apply for the Member participant fee if you are not a current Member. To verify your membership status at any time please contact the EDTNA/ERCA Membership Administrator Annie Davidson at edtna_erca@adexcellentbranding.com

AFTER AUGUST 20, 2017
Individual Delegates are kindly requested to make all pending payments by credit card exclusively. Payment by bank transfer is not an available option after August 20, 2017.

REGISTRATION FEES
Registration fees include 23 % VAT.

<table>
<thead>
<tr>
<th>Period</th>
<th>Category</th>
<th>EUR</th>
<th>EUR VAT 23 %</th>
<th>EUR</th>
</tr>
</thead>
<tbody>
<tr>
<td>EARLY</td>
<td>Member</td>
<td>345,53</td>
<td>79,47</td>
<td>425,00</td>
</tr>
<tr>
<td>before July 1, 2017</td>
<td>Non-member + Conf. Memb.2016</td>
<td>540,65</td>
<td>124,35</td>
<td>665,00</td>
</tr>
<tr>
<td></td>
<td>Student*</td>
<td>142,28</td>
<td>32,72</td>
<td>175,00</td>
</tr>
<tr>
<td>REGULAR</td>
<td>Member</td>
<td>406,50</td>
<td>93,50</td>
<td>500,00</td>
</tr>
<tr>
<td>before August 15, 2017</td>
<td>Non-member + Conf. Memb.2016</td>
<td>544,72</td>
<td>125,28</td>
<td>670,00</td>
</tr>
<tr>
<td></td>
<td>Student*</td>
<td>174,80</td>
<td>40,20</td>
<td>215,00</td>
</tr>
<tr>
<td>LATE</td>
<td>Member</td>
<td>463,41</td>
<td>106,59</td>
<td>570,00</td>
</tr>
<tr>
<td>after August 15, 2017 and On-site</td>
<td>Non-member + Conf. Memb.2016</td>
<td>565,04</td>
<td>129,96</td>
<td>695,00</td>
</tr>
<tr>
<td></td>
<td>Student*</td>
<td>219,51</td>
<td>50,49</td>
<td>270,00</td>
</tr>
</tbody>
</table>

*Student fee is applicable until the age of 26 years, students shall submit a document of their school or university proving the age and student status when they register.
Note: Participant fees are subject of 23% of Polish VAT, payable as NET plus VAT. EDTNA/ERCA VAT registration is in process; taxable invoices are made after 1 April 2017 only. After 22 July 2017, delegates may not apply for the member participation fee if you are not a current member.

Participant fees include:

- Admission to Scientific sessions, exhibition and poster area
- Conference bag, Final Programme, Abstract Book
- Coffee breaks and 2 x lunches (10 and 11 September 2017)
- Admission to Opening Ceremony and Welcome Cocktail

HOW TO REGISTER

To register for the Conference, please fill in the on-line Registration Form (the registration form will be available on April 1, 2017).

First please fill in the Personal Data Form and continue to registration by choosing the registration fee. During the registration process you will receive a password and automatically generated summary to your email address. Your password is the same for all on-line forms (registration, accommodation).

Upon submitting the Registration Form, you will receive a confirmation from the Conference Department within three working days.

Group Registration

If you have a group with five or more participants please send your request to Conference Department:
edtnaerca2017@guarant.cz

METHODS OF PAYMENT

All fees for Conference registration shall be paid in EUR (€), free of all bank charges!

Registration fees must be paid in EUR by one of the following methods:

- By bank transfer
  
  Bank transfer shall be made upon “Letter of Confirmation”- issued by the Conference Department.

  The bank details including the **10-digit variable** symbol will be sent to you within three working days after the submission of the registration form. **Please note that payments without this variable symbol will not be identified** and the registration will not be confirmed.

  Payments received without pre-registration details (name, Participant ID, Letter of Confirmation number) cannot be identified.
Full amount free of any bank charges must be received. Bank transfer will be accepted until 20 August 2017 only. After this date only payments by credit cards will be accepted by using the On-line Payment System.

Please note: If your payment is not received before the deadline dates of July 1 or August 15, the regular or late fee respectively will be automatically apply for unpaid registrations or new requests.

- By credit card (Visa, MasterCard only)
  For payment by credit card please use the On-line Payment System. The system is accessible with the password that you received upon registration. The system accepts the following credit cards: MasterCard/Eurocard, Visa and Diners Club.

Jurisdiction

The place of jurisdiction is at the legal venue of the Association, Lucerne, Switzerland.

CANCELLATIONS AND REFUNDS

All cancellations must be notified in writing (by mail, fax or email) to the Conference Department according to the following conditions:

- Refunds will be processed AFTER the Conference.
- Requests for refunds made after 30 November 2017 will not be considered.
- Registrants may transfer their registration to a colleague at any time. For any change of name an administration fee of € 50 will be charged.

Cancellation charges

<table>
<thead>
<tr>
<th>Until 30 June, 2017</th>
<th>Full participant fee paid minus € 50 (for administrative charges) will be refunded</th>
</tr>
</thead>
<tbody>
<tr>
<td>30 June and 15 August, 2017</td>
<td>50 % of participant fee paid will be refunded</td>
</tr>
<tr>
<td>After 15 August 2017</td>
<td>No refund will be made</td>
</tr>
</tbody>
</table>

If a change or cancellation made by a participant in registration or accommodation results in a refund, GUARANT International reserves the right to charge a 30 EUR handling fee.
Official Conference list of participants

All registrations received at the Conference Department by 22 August 2017 will be included in the List of participants. Please tick the relevant box if you DO NOT wish your name and email address to appear in the official Conference list of participant to be distributed at the conference.

Data Protection Directive

(Directive 95/46/EC on the protection of individuals with regard to the processing of personal data and on the free movement of such data)

Consent by the Registrant or Participant:

I agree to the collection, preservation and processing of personal data contained in this form, by the Conference Department, GUARANT International spol. s r. o., Na Pankráci 17, CZ-140 21 Prague 4, Czech Republic (or its employees) for the purpose stated below. This consent is granted for all of the information contained in this form, and throughout the 5 (five) years from the date of consent.

Purpose of processing personal data

In accordance with §5 of Act No. 101/2000 Coll. on the protection of personal data, all information given on this form is collected and processed solely for purposes of processing registration and accommodation requirements for the 46th EDTNA/ERCA International Conference and for sending commercial messages to the data subject via electronic means pursuant to Act No. 480/2004 Coll. This agreement should not exceed 5 years and cancelled at any time upon request. Summarized data from this form may be used by the administrator for statistical purposes and for internal use by the administrator.

Statement by Administrator

The data administrator declares that he and his employees will collect personal data to the extent necessary to accomplish the intended purpose and may process data only in accordance with the purpose for which they were collected. Employees of the administrator or other individuals who process personal data under contract with the administrator and other persons are obliged to maintain the confidentiality of personal data, even after termination of employment or work.

Name change

If you are prevented from attending, you will be given the opportunity to send a colleague in your place. Name changes should be notified in writing to Conference Secretariat. A handling fee of 30 EUR will be charged for each name change. No name change will be possible after August 15, 2017.
Registration opening hours

All documents including registration packs (Conference bag, personal name badge & Final programme) will be handed out to registered participants during the following opening hours:

<table>
<thead>
<tr>
<th>Date</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>SATURDAY, September 9, 2017</td>
<td>08:00–20:00</td>
</tr>
<tr>
<td>SUNDAY, September 10, 2017</td>
<td>07:30–18:00</td>
</tr>
<tr>
<td>MONDAY, September 11, 2017</td>
<td>08:00–17:00</td>
</tr>
<tr>
<td>TUESDAY, September 12, 2017</td>
<td>08:00–14:00</td>
</tr>
</tbody>
</table>

Italian Secretariat

Alijet & Fargo International is appointed to be the referent between the Italian Pharmaceutical Companies and the Italian Health Ministry as to the collection and submission of the legal documentation required by the Italian Legislative Order n. 541 of December 30, 1992, Art. 12, Para 3.

Contact: Alijet & Fargo International S.r.l. - Via Petro Marconcelli 44/46/48 - 50137 Firenze - Email: f.sarkisian@alifargoint.it