



GROUP REGISTRATION FORM

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_igcs21@kenes.com
3. Please send the final name list no later than 4 weeks prior to the Meeting. Please do not send preliminary name lists.
4. Name changes will be permitted free of charge until 2 weeks prior to the Meeting (up to 15% of the participants names). After this date, any name change will be subject to 30 EUR charge per name.
5. Payment is accepted by credit card or bank transfer. **Credit card payment is subject to additional 4% commission.**

6. Registration Conversion and Cancellation policy:

Due to the uncertain times and ongoing developments, IGCS implemented a flexible registration model that allowed delegates to transfer registration category from virtual to in-person or in-person to virtual.

- Now that the meeting has been officially changed to a fully virtual format, all in-person passes will be converted to a virtual pass, and the appropriate partial refund will be given for the difference in fees per the IGCS cancellation and conversion policy. The fee that will apply will be based on the registration fee and category applicable at the time the original registration was booked. All in-person registrants have been contacted via email regarding the change in registration status. If you would like to donate your partial refund, please contact reg_igcs21@kenes.com

- **Cancellation requests received through July 13, 2021 will receive a full refund. No cancellations will be refunded after this date.**

All registration questions, transfer requests and cancellation requests must be submitted in writing to reg_igcs21@kenes.com

*Note, in case of registration category conversion at any stage or cancellation, bank transfer handling fee (30 EUR) will not be refunded – applicable to bank transfer payments only.

7. What do I get with my virtual delegate pass?

- Exclusive access to the entire IGCS Virtual Meeting Program which takes place from August 30 – September 2, 2021.
- Ability to participate in Q&A segments and polls during the live educational sessions.
- On Demand access to recordings of ALL sessions within the IGCS Virtual Meeting Program until December 4, 2021.
- Access to the Virtual Abstract Poster Hall with hundreds of e-posters and audio files uploaded by the presenter.



- Access to the Surgical Film Cinema which features selected surgical films that were collected during the open call for abstracts and surgical films.
- Ability to connect with authors, speakers, delegates, and industry representatives through the meeting messaging portal.
- European Continuing Medical Education Credits (ECMEC®) for healthcare professionals for most of the sessions attended. Credits may be converted to American and Canadian units.

Please fill in the below information:

Company (Group Name):

Booking Agency (if relevant):.....

Contact Person:.....

Email:

Virtual Meeting Technology

All registrants receive full access to the Virtual Meeting Platform. IGCS is utilizing the latest in virtual meeting technology to disseminate the latest in gynecologic cancer research and clinical practice to our global delegation.

REGISTRATION CATEGORIES:

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

| Registration Category | Virtual | Virtual |
|---|--|--|
| | Early Deadline Until July 13, 2021 (Until 23:59 CET) | Late/Onsite Deadline From July 14, 2021 (From 00:00 CET) |
| High Income Countries* | | |
| IGCS Member*** | € 250 | € 290 |
| IGCS Non-Member | € 340 | € 390 |
| Student, Nurse, Resident, Fellow-in-Training** | € 45 | was €50 now €45 |
| New IGCS Member Rate (Dues + Registration)*** | € 460 | € 530 |
| Upper & Lower Middle Income Countries* | | |
| IGCS Member*** | € 175 | € 200 |
| IGCS Non-Member | € 250 | € 290 |
| Student, Nurse, Resident, Fellow-in-Training** | € 45 | was €50 now €45 |
| New IGCS Member Rate (Dues + Registration)*** | € 225 | € 260 |
| Low Income Countries* | | |
| IGCS Member*** | € 65 | € 75 |
| IGCS Non-Member | € 80 | € 90 |
| Student, Nurse, Resident, Fellow-in-Training** | € 35 | was €40 now €35 |
| New IGCS Member Rate (Dues + Registration)*** | € 85 | € 100 |



*Please refer to the [World Bank's Country Classification](#) to find your country's income level classification.

**Proof of Student, Nurse, Resident, Fellow-in-Training status is mandatory – In order to benefit from the special fee, a submission of your status confirmation (official letter signed by the Head of Department – hospital, company or academic institution which confirms status of the applicant) or copy of your status ID) must be uploaded during the online registration.

*** Membership fees are based on profession and World Bank economic classifications from each member's country. Click here to see the Member Benefits.

| Total number of Group Participants | Registration Fee Discount Percentage |
|------------------------------------|--------------------------------------|
| 25 – 59 | 15% |
| 60 – 99 | 25% |
| 100+ | 35% |

Group Registration Details:

- 1. Required registration category: No. of Registrations:
- 2. Required registration category: No. of Registrations:
- 3. Required registration category: No. of Registrations:
- 4. 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



PAYMENT INFORMATION:

Billing Address: (to appear on invoice and receipt):.....

VAT number:.....

Data Protection:

I confirm that the group delegates whose names we will share with Kenes for the purpose of registration to the event, have agreed to this data share and its purpose.

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):

1. 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 forEUR

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):

Signature of Card Holder:

2. Bank Transfer Payment:

- Please ensure that the name of the meeting and of the group is stated on the bank transfer.
- Bank charges are the responsibility of the payer and should be paid at source in addition to registration fees.



- Registration will only be valid upon receipt of the full payment by the registration department according to the deadlines indicated. An email confirming the registration will only be sent after receipt of the required fees.

Please make drafts payable in EUR only to:

Account Name: IGCS 2021 Congress, Roma

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

Bank Code: 4835

Swift No: CRESCHZZ80A

Account Number: 1500934-92-305

IBAN No: CH25 0483 5150 0934 9230 5