



Registration form

5th International Marketing Conference

Lisbon
07-09 October 2009

1. DELEGATE INFORMATION

UITP Membership number:

Mr. Mrs. Ms. Language: English Portuguese German French Spanish Other

Family name: First name:

Function:

Company:

Company Address:

Postcode: City:

Country:

Phone: Fax:

E-mail: VAT Number:

Accompanying person *(Not applicable for fellow colleagues - one per registered delegate – entrance to sessions is not permitted)*

Mr. Mrs. Ms.

Family Name: First Name:

2. ACTIVITIES (please tick your choice)

Wednesday, 07 October 2009		<input type="checkbox"/> Welcome reception <input type="checkbox"/> with accompanying person
Thursday, 08 October 2009	<input type="checkbox"/> Lunch	<input type="checkbox"/> Official Dinner <input type="checkbox"/> with accompanying person
Friday, 09 October 2009	<input type="checkbox"/> Lunch	
Please specify your requirements for lunches (kosher, vegetarian, etc.):		

3. REGISTRATION FEES (20% Portuguese VAT included)

Preferential Rates:	Until 31/07/09	After 31/07/09	On the spot	Amount
<input type="checkbox"/> Members	875,00 €	1.100,00 €	1.275,00 € €
<input type="checkbox"/> Non-Members	1.185,00 €	1.490,00 €	1.720,00 € €
<input type="checkbox"/> Chairmen / Speakers of the Conference				Free
<input type="checkbox"/> CD-Rom containing the full set of Conference presentations available after the event <small>At the price of 50 EUR for UITP Members and 100 EUR for UITP Non-Members Please note that the CD-Rom will be offered to the delegates who register online to the Conference.</small>			€
Workshop	<input type="checkbox"/> UITP Members: 180,00€	<input type="checkbox"/> Non-Members: 360,00€	<input type="checkbox"/> Chairmen/Speakers Conference Delegates Free€
The access to the Workshop is free of charge for the delegates who register to the Conference. Please note that registrations to the Workshop only are exclusively possible by Fax. Maximum number of participants : 50				
Total:			€

4. PAYMENT - Registration is assured only upon receipt of conference fees

I have arranged on (date) for a money transfer in the above amount to be paid on UITP account n° 210-0117353-35, Swift code: GEBA BE BB 36A – IBAN: BE 57210011735335 at Fortis bank, Boulevard Anspach, 3, BE-1000 Brussels (Belgium).

Please make sure that you instruct your bank to guarantee payment for the full registration fees and to write as reference the **name of the participant** and the **name of the company**, followed by /Lisbon 2009.

Please use my **Visa** **Eurocard/Mastercard** **American Express**

Credit card number Exp. date (mm/yy) CVV/CVC Security Code

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Cardholder's name (as it appears on the credit card):

I am in agreement with the terms and conditions as stated on the reverse page

Date & Signature

FAX TO UITP: + 32 2 660 10 72

Registration Information

The conference is open to UITP Members (Full members, Associate and Academic Members, Prospective Members, Honorary Members, Personal Members and Members of all UITP Commissions & Committees) and non-members. For further details about membership, please contact Marie-Béatrice Fabbri, Membership Manager, marie-beatrice.fabbri@uitp.org

Included in your Conference registration fee

- Conference materials
- Access to all conference sessions and the Workshop (Workshop limited to 50 participants)
- An electronic access to the speakers' presentations through UITP E-Library (Mobi+)
- Lunch and coffee breaks as mentioned in the programme.
- Welcome reception on Wednesday 07 October 2009 and Official Dinner on Thursday 08 October 2009.

Accompanying persons are welcome to join the social events but **are not allowed to enter the conference sessions**.

Terms and conditions

- As soon as your registration form is received, an invoice will be issued on your behalf. A confirmation will be sent out after receipt of the invoiced registration fees.
- Please note that the bank transfer is to be done at least two weeks prior to the event and that registration is assured only upon receipt of registration fees. If the payment is made just before the conference, a proof or a letter of guarantee will be required on the spot. Registered participants whose payment is not complete will not be allowed to attend the event.
- In order to benefit from the preferential rate, the registration has to be sent and the payment has to be made before the rates' deadline.
- Applicants who wish to receive an Invitation Letter for their VISA application are required to first pay their participation fee. Should the applicant not be granted his/her VISA, the participation fee will be reimbursed (not including bank costs) providing a written proof from your embassy or consulate. UITP will grant visa invitation letter up to four (4) weeks prior to the conference date. Within four (4) weeks from the conference date visa invitation letter cannot be guaranteed. Please note that all costs relative to the sending of those documents are to be supported by the participant.
- If you cannot attend the conference we are happy to accept a substitute colleague at any time. In case of cancellation, we will deduct 50% of the according registration fee (less applicable bank charges) provided that your cancellation is received in writing by 04 September 2009 the latest.
- Please note that no deduction can be made after this date and the registration fee is still due, even in case of no show.
- The organiser, UITP, reserves the right to make amendments to the programme or any related activity.
- For organisational reasons, only one accompanying person per delegate is allowed. Accompanying persons cannot be fellow employees.
- Bank charges have to be supported by the participant.
- The Conference registration fees are applicable to all participants, except speakers and session moderators. Delegates who register to the Conference can participate in the Workshop free of charge (Workshop limited to 50 participants). Please note that the sole registration to the Workshop does not allow access to the Conference sessions and its activities. Payments are to be made in EURO.

- Registrations to the Workshop only are exclusively possible by fax.
- Hotel accommodation is not included in the registration fee.

Important note: Non-member participation fees and rules will be applied automatically to companies or organisations if, for any reason, the payment of their UITP membership subscription has still not been effected.

Hotel information

Delegates are kindly asked to make their hotel booking directly with the hotel. Please don't forget to mention UITP when making your reservation in order to benefit from the following negotiated rates:

Lisbon Marriott Hotel *****

Av. dos Combatentes, 45
1600-042 Lisbon
Portugal

Tel: +351 21 723 54 00

Fax: +351 21 723 54 40

mhrs.lispt.reservations@marriotthotels.com

www.marriott.com/lispt

Double room for single use: 90.00 EUR

Double room: 105.00 EUR

(Breakfast and 5% VAT included)