



EIRMA 2013 Annual Conference

REGISTRATION FORM

6-7 JUNE, WARSAW

Please return no later than 17 May 2013

Online Registration Form available on <http://www.eirma.org>

1. PARTICIPANT

PLEASE FILL IN CAPITAL LETTERS

First name

Last name

Position

Company

VAT Number of the paying entity

Department

Address

Zip Code, City

Country

Telephone

E-mail

Assistant's e-mail

2. CONFERENCE FEE, 6-7 JUNE

Early Bird Fee valid until 20 April 2013:	1100 € VAT excluded for members excluded Belgium
	1331 € VAT included for Belgian members
Registration Fee	1290 € VAT excluded for members excluded Belgium
	1560,90 € VAT included for Belgian members

Includes lunches, refreshments, dinners, visit but not the accommodation

3. ACCOMMODATION

Venue:

InterContinental Warszawa
ul Emilii Plater 49 - 00-125 Warszawa

Room rates:

630 PLN (approx 152€) on 5 June and 6 June 2013
360 PLN (approx 87€) on Friday 7 June and Saturday 8 June 2013
40 PLN (approx 10€) for additional guest (double room) per night
Breakfast included - Tax not included (approx. 8%)

Accommodation required

Arrival date: | dd | mm | yy |

Departure date: | dd | mm | yy |

Single Room

Double Room

4. SPECIFIC REQUIREMENTS

Please indicate any specific requirement / food intolerances:

Have you completed both sides? (1/2)



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5. PAYMENT DETAILS

- “Early bird” Fee **q 1100 €** VAT excluded for members excluded Belgium
 q 1331 € VAT included for Belgian members
- Conference Fee **q 1290 €** VAT excluded for members excluded Belgium
 q 1560,90 € VAT included for Belgian members
- Accompanying partner **q 100 €** VAT excluded for members excluded Belgium
 q 121 € VAT included for Belgian members

q Credit card: **q American Express** **q MasterCard** **q Visa**
 (Preferred means of payment, also used to guarantee your hotel room)

Card Number

Expiration Date

Card Security Code

Card Holder’s Name

Signature

q Bank transfer (mention your name / company / reference **AC13EIRMA**)

Bank: Account N° 363-1073576-20
 ING – Rond Point Robert Schuman 8 – 1040 Brussels - Belgium
 IBAN: BE28 3631 0735 7620 - BIC: BBRUBEBB

q Cheque (must be drawn in Euros and payable to EIRMA)

*An invoice/receipt will be sent to you, based on the above information.
 Please give as much notice as possible if you are obliged to cancel. We will
 refund the registration fee for cancellations received **72 hours before the
 conference.***

*Unfortunately we have no control over the hotel’s cancellation policy and you
 may be required to make full payment for cancelled rooms that remain unused.
 Names may be substituted at any time without charge.*

6. IMPORTANT INFORMATION

EIRMA has secured a limited number of hotel rooms for the duration of the conference.

Full room availability and rates are only guaranteed until 17 May 2013

- ü Welcome dinner at 19:30 on Wednesday 5 June at hotel
- ü Conference Dinner on Thursday 6 June evening
- ü Conference starts at 9:00 on Thursday 6 June and closes after lunch on Friday 7 June no later than 15:00.

7. PARTICIPATION OF NON-MEMBERS

Please contact EIRMA Operations Team if you wish to **spread the word among non-member companies** that you consider as potential candidates for EIRMA membership. We would be pleased to welcome them to EIRMA Annual Conference at the same price conditions.

8. SUBMISSIONS AND CONTACT

Please return the Registration Form no later than **17 May 2013** to:

EIRMA OPERATIONS TEAM

EIRMA
 Rue de la Loi 81A
 1040 Brussels

Tel: +32 2 233 11 81
 Fax: +32 2 231 08 35
 E-mail: cternest@eirma.org

Contact: Carine Ternest, Events & Communication Manager

Have you completed both sides? (2/2)