



XXIX ICW

REGISTRATION INSTRUCTIONS

- The registration and all event-related matters will be handled by Aegean Conferences, Inc.
- Accommodations (rooms and meals) are available for guests. All activities at the XXIV ICW, including meal and recreation times, are intended to promote and facilitate scientific discussion and exchange of information.
- Accompanying persons and guests are not permitted to attend conference lectures and discussion groups.

Registration fees increase after July 15, 2012

It is important that you read the following carefully before completing the registration form.

- One form must be completed for each participant.
- Registrations or alterations to registration forms will not be accepted by telephone, but must be submitted online, sent by post, or faxed to +1 (610) 527-7631 (USA).
- Please ensure you pay the correct rate.
- Presenting authors must register to attend the meeting.

Advanced Registrants

All payments must be made prior to the meeting. The following methods will be accepted:

Credit/Debit Card

Preferred method of payment. The following cards will be accepted: American Express, MasterCard, and Visa.
This is the only payment method acceptable for online registrations.

Cheques

Please include payment with your registration form (*made payable to: Aegean Conferences, Inc.*).

Bank Transfer

Registration fees can be accepted by bank transfer. Please e-mail us at info@complement2012.org for bank information.

Confirmation

When we have processed your registration form and payment, you will be sent a confirmation e-mail. This should be checked carefully to ensure that all requirements are correct. In particular, the spelling of names and affiliations should be checked, as this information will be used to create badges. Confirmation e-mails also act as a receipt and delegate information. Please bring the confirmation e-mail with you to the conference. If you have not received confirmation within two weeks of the meeting please call us at +1 (610) 527-7630 (USA) or email at info@complement2012.org
Only fully paid delegates will be admitted to the conference.

Refunds

For cancellations received by September 1, 2012, there will be a refund of total fees less a 10% administration charge. After that date registration fees are non-refundable.

Passports and Visas

Participants are advised to check on their individual requirements before attending the meeting. Visa applications should be filed at the nearest Greek Embassy in the country in which you are resident, at least two months prior to the anticipated departure date.

Awards

For details please visit www.complement2012.org.

Certificate of Participation

Certificates of Participation will be distributed to a participant for those sessions that the participant has attended. A

participant must attend an entire session to receive credit for that particular session. Late arrivals and early departures from a session will preclude a participant from receiving credit for that session.

Letters of Invitation

Letters of invitation to attend the XXIV ICW will be issued only to:

- Authors of accepted abstracts
- Fully paid registrants

Note: Invitations are issued at the discretion of the organizing committee, and requests for letters will be accepted only before **September 1, 2012**.

Liability and Insurance

Neither the organizers nor the Aegean Conferences, Inc. will assume any responsibility whatsoever for damage or injury to persons or property during meeting period. Participants are advised to arrange their own personal travel and health insurance.



XXIV International Complement Workshop

Minoa Palace Conference Center / October 10-15, 2012 / Chania, Greece

REGISTRATION FORM

This form is in **e-fileable** format. Please complete one registration form per participant and fax to +1-610-527-7631 (USA)

Last Name: First name: M.I.: ...

Title: Prof. Dr. Mr. Ms. Graduate Student Post Doc Fellow Male Female

Institution:

Address:

City: State: Zip code: Country:

Tel.: Fax:

E-mail:

Accompanying Person / Sharing Participant: Last name First name

ACADEMIC/GOVERNMENT PRICES

<i>Academic rate is extended to full-time employees of government, universities & university-affiliated hospitals only.</i>	Before July 15, 2012	After July 15, 2012	Total in EURO (€)
1) Complement Society Member	€ 575	€ 650	
2) Non Complement Society Member	€ 625	€ 700	
3) Student or Post Doc	€ 425	€ 500	
4) *Accompanying person sharing a double room with participant <i>If the accompanying persons would like to attend the scientific sessions they should register as participants</i>	€ 290	€ 350	
Please read below to see what is included in the packages.	TOTAL PAYMENT in EURO (€)		

For participants who may require special hotel accommodations please contact us at: info@complement2012.org

INDUSTRY PRICES

	Before July 15, 2012	After July 15, 2012	Total in EURO (€)
5) Participants registration fee in a single room	€ 825	€ 900	
6) *Accompanying person sharing a double room with participant <i>If the accompanying persons would like to attend the scientific sessions they should register as participants</i>	€ 290	€ 350	
Please read below to see what is included in the packages.	TOTAL PAYMENT in EURO (€)		

For Participants & Students including Registration Fee: (Option # 1,2,3,5)

- Attendance to the scientific sessions
- Coffee breaks
- Welcome Reception and Dinner on Wednesday
- Breakfast on Thursday, Friday, Saturday, Sunday, Monday
- Lunches on Thursday, Friday, Saturday, Sunday
- Dinner on Thursday, Friday, Saturday
- Gala Dinner on Sunday (including live music and Greek dance performance)
- Complement Society Membership Fee

For Accompanying Persons: (Option # 4,6)

- Welcome Reception and Dinner on Wednesday
- Breakfast on Thursday, Friday, Saturday, Sunday, Monday
- Lunches on Thursday, Friday, Saturday, Sunday
- Dinner on Thursday, Friday, Saturday
- Gala Dinner on Sunday (including live music and Greek dance performance)

ADDITIONAL HOTEL ACCOMMODATION FOR THE PRE AND POST WORKSHOP PERIOD

Hotel Name	Type	Single Room (1 adult)	Double Room (2 adults)	Triple Room (3 adults)	No. of Nights	Dates	Total in EURO (€)
Porto Plataniás Hotel (15 min. walk)	Standard	€ 85	€ 95	€ 120			
Porto Plataniás Hotel (15 min. walk)	Sea View	€ 100	€ 115	€ 135			
Minoa Palace Hotel	Standard	€ 120	€ 150	€ 195			
TOTAL FOR ADDITIONAL HOTEL ACCOMMODATION IN CRETE							

DIETARY PREFERENCE / FOOD ALLERGIES/INTOLERANCES

Vegetarian ___ Vegan ___ No Preference ___ Other _____

TRAVEL INFORMATION

Check-in date at the Hotel: October _____ 2012 Flight _____

Check-out date at the Hotel: October _____ 2012 Flight _____

PAYMENT CONDITIONS

- Payment of registration fees are made in EURO (€)
- Early registration fees should reach the Secretariat no later than July 15, 2012
- Late registration fees should reach the Secretariat no later than September 1, 2012
- Payment should be made:
 1. by an international banker's check to the order of "Aegean Conferences, Inc."
 2. by bank remittance. E-mail us at BankTransfers@aegeanconferences.org for bank information
 3. by major Credit Cards

I authorize my credit card to be debited in the total sum of : **EURO (€):** _____

Name on the card (if different from above): _____

Billing address (if different from above): _____

Card Type:

VISA

MASTERCARD

AMERICAN EXPRESS

Card Number:

_____ - _____ - _____ - _____



On the back of your card Visa and Mastercard, find the last 3 digits. For American Express this is a 4-digit number printed on the front of your card.

Card Verification Number:

Expiration Date:

_____ / _____

REGISTRATION CANCELLATION POLICY

For cancellations received by September 1, 2012, there will be a refund of total fees less a 10% administration charge. After that date registration fees are non-refundable. By signing below, or typing my name in on the electronic form, I acknowledge that I have read the instructions on (pages 1 and 2) and authorize the charge on my card in the amount of the fees indicated above (pages 3 and 4).

Signature _____ **Date** _____

STUDENTS ONLY

NAME _____

UNIVERSITY _____

"I certify that the above-named student is presently enrolled at this University and working toward a degree in a related field."

Signed _____
(By Department Head or Professor)