## **Conference Registration**

Participation at the 6th SEEED is open to IENE and non IENE members and delegates wishing to attend the conference must complete and send to IENE's secretariat the attached registration form the latest by May 21, 2012.

For IENE members the registration fee is €500+23%VAT (€615,00) and for non IENE members €1000 + 23%VAT (€1230). Payment can only be made through bank transfer.

For details see registration form. Invoices can be provided upon request by stating in the full company/organisation name, address, tax. number and/or VAT number.

Payment of the registration fee must be made at the same time with the submission of the registration form. Unless payment is received IENE shall not acknowledge a delegate's registration.

## **Cancellation Policy**

- 1. Should a delegate be unable to attend a substitute delegate is welcome at no extra charge.
- **2.** IENE does not provide refunds for cancellations. Invoiced sums are payable in full, except in cases where IENE has been able to mitigate loss.
- 3. IENE will make available the conference documentation to a delegate who is unable to attend and who has paid.
- **4.** IENE reserves the right to alter the programme without notice including the substitution, alteration or cancellation of speakers and/or topics and/or alteration of the dates of the event.
- **5.** IENE is not responsible for any loss or damage as a result of substitutions, alteration, postponement or cancellation of the event.