



Kigali Convention Centre  
2<sup>nd</sup> - 7<sup>th</sup> December 2019

## Group Registration Form

Please clearly complete this form in **BLOCK CAPITALS** and return it to:

ICASA 2019 Registration Department

Email: [registration@icasa2019rwanda.org](mailto:registration@icasa2019rwanda.org)

From 10 delegates above will attract 10% discount

Fields marked with an \* are required.

### Group Manager Information

**Company Details:** ☐ also Billing Address

☐ Mr. ☐ Mrs. ☐ Ms. ☐ Prof. ☐ Dr.

Last Name\*: \_\_\_\_\_ First Name\*: \_\_\_\_\_

Company / Institution / Organisation\*: \_\_\_\_\_

Department: \_\_\_\_\_

Street, No\*: \_\_\_\_\_

Postal Code: \_\_\_\_\_ City\*: \_\_\_\_\_ Country: \_\_\_\_\_

Telephone: Country Code: \_\_\_\_\_ City Code: \_\_\_\_\_ Number: \_\_\_\_\_

Mobile: Country Code: \_\_\_\_\_ City Code: \_\_\_\_\_ Number: \_\_\_\_\_

Fax: Country Code: \_\_\_\_\_ City Code: \_\_\_\_\_ Number: \_\_\_\_\_

Main Email\*: \_\_\_\_\_

Alternative Email: \_\_\_\_\_

If you are an agency representing a company, please indicate the name of the company you are representing:

\_\_\_\_\_

### Registration Fees

All fees mentioned below are quoted in **US Dollar (USD)** and registrations will only be processed once full payment has been received. A Delegate must be at least 18 years old.

Delegate	Early Registration Deadline until 15 April 2019 (24.00 GMT)	Regular Registration Deadline until 31 July 2019 (24.00 GMT)	Late Registration Deadline until 30 October 2019 (24.00 GMT)
High Income Countries <sup>1</sup>	_____ x 700.00 USD	_____ x 850.00 USD	_____ x 950.00 USD
Low-Middle Income Countries	_____ x 450.00 USD	_____ x 500.00 USD	_____ x 600.00 USD

<sup>1</sup> Please visit the website for a complete and up to date listing of High Income Countries.



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Total Amount: \_\_\_\_\_ USD

### Payment

☐ I would like to pay with credit card.

(A separate link to do so will be sent to me upon receipt of this registration form. An additional handling fee of 3.5% applies to the total amount to be charged. This amount will be indicated on the invoice.)

☐ I will transfer the total amount in US Dollar to the following account.

Bank: ECOBANK GHANA LIMITED  
Branch: A&C SHOPPING MALL, EAST LEGON  
Address: PMBGPO ACCRA – GHANA  
Account name: SOCIETY FOR AIDS IN AFRICA-ICASA REGISTRATION  
Account number: 015 103 442 477 0901  
Ecobank's Swift Code: ECOCGHAC  
Ecobank's Correspondent Bank: DZ BANK, FRANKFURT GERMANY Swift Code for  
Correspondent Bank: GENODEFF  
Bank Code: 13-01-00  
Branch Code: 13-01-07

Reference: Group Registration Number, Name, ICASA 2019

**All bank transfer costs must be paid by the transmitter.**

1. After you have sent your group registration form to the ICASA Registration Department, you will receive an email confirmation with your payment order as well as your group registration number.
2. Please use this group registration number as cross reference when depositing the registration fee into the ICASA account. Please include the bank transfer fees in the total transaction.
3. Please submit the original bank deposit slip immediately after the deposit to the ICASA 2019 Secretariat Office, to the following address: [payment@icasa2019rwanda.org](mailto:payment@icasa2019rwanda.org).
4. Kindly note that the original bank deposit slip serves as a confirmation and will be cross referenced with your registration.

### Confirmation of Registration

☐ I have read and accept the General Terms & Conditions, including liabilities, cancellation and payment policies, without any restrictions and I confirm the above bookings. (Mandatory)

☐ I agree that all data provided may be used (saved, stored, processed, transmitted and deleted) and shared with partners/suppliers in compliance with the Privacy Policy to allow for the bookings of my group members. Furthermore, the provided data for my group members may be shared with the host society or a sister society (medical society). I confirm that all group members have been informed about the privacy policy, and have agreed to its stipulations and procedures. (Mandatory)

By providing an individual email address for my group members I hereby confirm that they have agreed to receive promotions, offers, and/or information on this event or similar events by email in compliance with the privacy policy. They may unsubscribe from this service at any time. I confirm that all group members have been informed about the privacy policy, and have agreed to its stipulations and procedures.

- ☐ I agree  
☐ I disagree

I agree that all contact data provided for my group members may be shared with sponsors and exhibitors of this event who may provide promotions, offers, and/or information by email. I confirm that all group members have been informed about the privacy policy, and have agreed to its stipulations and procedures.

- ☐ I agree  
☐ I disagree

Place, Date

Signature