

**REGISTRATION & HOTEL BOOKING FORM****Please fax to:**

Top Atlântico DMC - Congress Department - Att: Mr. Vitor Alves
Av. Dom João II, Lote 1.16.1 - 1900-083 Lisboa, Portugal
Tel : (+ 351) 218 925 405 Fax : (+ 351) 218 925 406
e-mail: lisboa.congress@topatlantico.pt

**A PERSONAL DATA – Please fill in**

☐ Prof. ☐ Dr. ☐ Eng. ☐ Ms. ☐ Mr.

Last Name: _____ First Name: _____

Organization: _____

Address: _____

City: _____ Country: _____ Postal Code: _____

Tel: _____ Fax: _____ e-mail: _____

Information to issue the Receipt:

Receipt in the name of: _____

Address: _____ City: _____

Country: _____ Postal Code: _____ VAT Number: _____

B ACCOMPANYING PERSON – Please fill in

Last Name: _____ First Name: _____

C REGISTRATION FEES – Please tick-off and fill in

	Early Registration Until April 25 th , 2008	Standard Registration Until June 15 th , 2008	Late Registration After June 15 th , 2008	Total in EUR
IASC/ISI, SPE, CLAD member	<input type="checkbox"/> € 350,00	<input type="checkbox"/> € 400,00	<input type="checkbox"/> € 450,00	€
Other Participants	<input type="checkbox"/> € 400,00	<input type="checkbox"/> € 450,00	<input type="checkbox"/> € 500,00	€
Accompanying Persons	<input type="checkbox"/> € 100,00	<input type="checkbox"/> € 100,00	<input type="checkbox"/> € 100,00	€
Ph.D Student and Students born after January 1, 1983	<input type="checkbox"/> € 100,00	<input type="checkbox"/> € 100,00	<input type="checkbox"/> € 100,00	€
SCCF Countries	<input type="checkbox"/> € 150,00	<input type="checkbox"/> € 200,00	<input type="checkbox"/> € 250,00	€

Special Speakers: ☐ Keynote ☐ Invited ☐ Tutorial Organizer ☐ Invited Sessions Organizers

Members of Committees: ☐ LOC ☐ SPC

Total amount for Registration €

Participant registration fee includes all the conference material and session attendance, coffee-breaks, ice-breaker, conference cocktail and concert.

Accompanying person registration fee includes city tour, ice-breaker, conference cocktail and concert.

Lunches, trip and conference dinner are optional, and should be purchased separately.

D FOOD AND EXCURSION - Please tick-off and fill in

	Total in EUR
All five lunches: 5 Lunches x € 5,00 =	€ 25,00
Separate lunches: <input type="checkbox"/> 25 th <input type="checkbox"/> 26 th <input type="checkbox"/> 27 th <input type="checkbox"/> 28 th <input type="checkbox"/> 29 th Lunches x € 5,00 =	€
Conference Dinner: Persons x € 55,00 =	€
Conference Excursion: Persons x € 50,00 =	€
Vegetarian: <input type="checkbox"/>	
Total amount for Food and Excursion	€

D**ACCOMMODATION - Please tick-off and fill in**

Arrival Date: _____ Departure Date: _____ Number of nights: _____

Hotel	Category	Room	Single room	Double room	Total in EUR
Sheraton Porto Hotel & Spa	*****	Club	<input type="checkbox"/> € 160,00	<input type="checkbox"/> € 180,00	€
		Executive	<input type="checkbox"/> € 110,00	<input type="checkbox"/> € 130,00	€
Tiara Park Atlantic Porto	*****	Executive	<input type="checkbox"/> € 155,00	<input type="checkbox"/> € 175,00	€
		Standard	<input type="checkbox"/> € 110,00	<input type="checkbox"/> € 130,00	€
Porto Palácio	*****	Deluxe	<input type="checkbox"/> € 155,00	<input type="checkbox"/> € 175,00	€
		Executive	<input type="checkbox"/> € 105,00	<input type="checkbox"/> € 125,00	€
Vila Galé Porto	****	Standard	<input type="checkbox"/> € 76,00	<input type="checkbox"/> € 95,00	€
Ipanema Porto	****	Standard	<input type="checkbox"/> € 76,00	<input type="checkbox"/> € 85,00	€
Dom Henrique	****	Standard	<input type="checkbox"/> € 71,00	<input type="checkbox"/> € 79,00	€
Fénix Porto	****	Standard	<input type="checkbox"/> € 68,00	<input type="checkbox"/> € 78,00	€
Beta Porto	****	Standard	<input type="checkbox"/> € 62,00	<input type="checkbox"/> € 79,00	€
Ibis São João	**	Standard	<input type="checkbox"/> € 56,50	<input type="checkbox"/> € 62,00	€
Quality Inn Praça da Batalha	***	Standard	<input type="checkbox"/> € 56,00	<input type="checkbox"/> € 62,00	€
Nave	**	Standard	<input type="checkbox"/> € 53,00	<input type="checkbox"/> € 62,00	€
Paranhos Student Dormitory	Youth Hostel	_____	Persons x € 15,00 x _____ nights + € 7,50 (booking fee) =	€	€

Total amount for Accommodation €

Rates are in Euros (€) per room, per night, including breakfast (except Paranhos Student Dormitory where breakfast is not included), VAT and taxes. These special rates are available only if booking is made and paid through Top Atlântico DMC. Reservation requests will be confirmed on a *first come, first served* basis. If your choice is no longer available a similar alternative accommodation will be suggested.

F**CANCELLATION POLICY**

Cancellations can only be accepted in writing or by e-mail. All approved refunds will be processed until 60 days after the congress.

Registration and Social Programme: Cancellations received by Top Atlântico DMC until the 25th May, 2008 a refund will be made minus an administrative fee of € 50,00. Students, Participants from special countries and Accompanying Persons the administrative fee will be € 25,00. Cancellations received between the 26th May, 2008 and 30th June, 2008 50% of the registration fee will be charged. After the 1st July no refunds will be made.

Accommodation: Cancellations received before the 09th July, 2008 will be refunded after the congress, minus € 25,00 administrative fees and banks charges, if any. After this date no refunds will be made.

G**FORM OF PAYMENT – Please tick-off and fill in**

- Certified Bank Cheque**, made payable to Top Atlântico DMC – Viagens Turismo, S.A. (Please attach or fax a copy of the certified bank cheque) ; **(Personal cheques not accepted)**.

Number: _____ Bank: _____ Amount: = €

- Swift Bank Transfer** to (Please enclose copy of the bank order):

Top Atlântico DMC – Viagens Turismo, S.A.

Int. Bank Account Number: PT50 0033 0000 0000 8770 6440 5

Swift Code: BCOMPTPL

Bank: Banco Comercial Português

Address: Av. José Malhoa, Lote 1682, Piso 3, 1099-007 Lisboa, Portugal

Bank: _____ City: _____ Amount: = €

(All bank charges and commissions MUST BE COVERED by the participant)

- Credit card:**

☐ Other _____

Cardholder's Name _____

Card number: _____ Exp. Date _____ / _____

Three last digits mentioned on the back of the card (Except AMEX): _____

I herewith authorize Top Atlântico DMC – Viagens Turismo S.A. to debit this credit card for the amount of € _____

Signature: _____ Date: _____

Liability: Personal travel insurance is strongly recommended, as the Organising Committee and Top Atlântico DMC act as agents only in securing hotels, transport and travel services and in no event shall be liable for acts or defaults in case of injury, damage, loss, accident, delay or irregularity of any kind whatsoever during arrangements organised through contractors or the employees of such contractors in carrying out services. Hotel and transportation services are subject to the terms and conditions under which they are offered to the public in general. The Organising Committee reserves the right to make changes where deemed necessary, without prior notice to parties concerned. All disputes are subject to the Portuguese law.

PLEASE FAX TO (+ 351) 218 925 406

An official confirmation will follow soonest possible. If you have chosen payment by Certified Bank Cheque or Swift Bank Transfer please make sure that you have duly completed all the payment details, otherwise your form will not be considered. If you have chosen payment by Credit Card please make sure that you have correctly filled all the required information, otherwise your form will not be considered.