

REGISTRATION FORM

EMA CTIS Sponsor User Training Programme

You can register online at www.diaglobal.org/EMA/course-listing

REGISTRATION FEES

| CTIS SPONSOR USER TRAINING PROGRAMME | PRICE IN EURO |
|--------------------------------------|---------------|
| Standard fee for Industry/CRO | € 1'665.00 □ |
| Academia/Government | € 833.00 □ |

All registration fees are subject to VAT, if applicable.

Please enter your Company's European VAT number: _____

A special discount for SMEs on the standard fee is available for a limited number of places.
To proof your status as an SME, a confirmation of the European Medicines Agency is necessary.

Please provide your SME number here : _____

Payment is due 30 days after registration and must be paid in full by commencement of the course.

Please select your preferred dates for the CTIS Sponsor User Programme:

- ☐ **#23523:** 19-22 September 2023 | 09:00-13:30 CEST - virtual
☐ **#23527:** 10-13 October 2023 | 09:00-13:30 CEST - virtual
☐ **#23528:** 11-14 December 2023 | 14:00-18:30 CET - virtual

The DIA Europe, Middle East & Africa Contact Centre Team will be pleased to assist you with your registration from Monday to Friday between 08:00 and 17:00 CE(S)T. Tel. :+41 61 225 51 51

Email: Basel@DIAglobal.org

Mail: DIA Europe, Middle East & Africa, Küchengasse 16, 4051 Basel, Switzerland

Web: www.DIAglobal.org



Cancellation Policy

All cancellations must be made in writing and be received at the DIA Europe, Middle East and Africa office four weeks prior to the event start date. Cancellations are subject to an administrative fee:

- Industry (Member/Non-member) € 200.00
- Academia/Charitable/Government/Non-profit (Full-time) (Member/Non-member) € 100.00

If you do not cancel 28 days prior to the event start date and do not attend, you will be responsible for the full registration fee.

Please note that switching from one course date to another is considered a cancellation and the same policy applies.

DIA reserves the right to alter the venue and dates if necessary. If an event is cancelled or postponed, DIA is not responsible for airfare, hotel or other costs incurred by registered attendees. Registered attendees are responsible for cancelling their own hotel and travel reservations.

Transfer Policy

You may transfer your registration - for the same course - to a colleague of the same organisation. Such a transfer is possible until 5 working days before the start of the training course. Please notify the DIA office of such a substitution as soon as possible.

Event Stream and recording

If you attend a DIA event, we make video and audio recordings of events (both face-to-face and online) that may include your participation in the event, including your image, questions and comments. To view our full photography and video recording policy, click <https://www.diaglobal.org/general/photography-policy>.

Privacy Policy

DIA respects the privacy of all of its members and customers. To view our privacy policy, click <https://www.diaglobal.org/en/about-us/privacy-policy>.

ATTENDEE DETAILS:

Please complete in block capital letters or attach the attendee's business card here.

☐ Prof ☐ Dr ☐ Ms ☐ Mr

Last Name

First Name

Job Title

Company

Address

Postal Code

City

Country

Telephone Number

Direct email attendee (Required for course material access)

PAYMENT METHODS

Credit cards: Payments by VISA, Mastercard or AMEX can be made by completing the details below. Please note that other types of credit card cannot be accepted.

- Please charge my ☐ VISA ☐ MC ☐ AMEX

Card N°

Exp. Date /

Cardholder's Name

- Bank transfers: When DIA completes your registration, an email will be sent to the address on the registration form with instructions on how to complete the bank transfer. Payments in EURO should be addressed to "Account Holder: DIA." Please include your name, company, Course ID #as well as the invoice number to ensure correct allocation of your payment.

Payments must be net of all charges and bank charges must be borne by the payer. **If you have not received your confirmation within five working days, please contact DIA Europe, Middle East and Africa.**

By signing below, I confirm that I agree with DIA's Terms and Conditions of booking. These are available from the office or on <http://www.diaglobal.org/EUTerms>

Date

Signature