

PLEASE RETURN TO:

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**GESELLSCHAFT ZUR
 FÖRDERUNG DER
 LEBENSWISSENSCHAFTEN**
 HEIDELBERG GMBH

REGISTRATION FORM***The EMBO Meeting 2012: 22 – 25 September in Nice***

Please use block capitals and use one form per participant.

A. PARTICIPANT INFORMATION

Mr. Ms./Mrs. Professor Dr. male female

Family name	First name
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Private address Institute/Business address

Institute/University

Department

Street	no.
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Postcode	City	Country
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Phone no. (during work hours)	Fax no.
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E-Mail address (Please ensure you use the same e-mail address for participant registration & abstract submission.)
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Please enter the institute name you would like to be displayed on your name badge onsite (maximum characters: 29).
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I hereby allow my contact details to be passed on to sponsors and exhibitors at *The EMBO Meeting 2012*.

How did you hear about *The EMBO Meeting*? Please tick all that apply:

- | | | | |
|---|---|---|---|
| <input type="checkbox"/> email communication | <input type="checkbox"/> print mailing | <input type="checkbox"/> Facebook | <input type="checkbox"/> Google Ad |
| <input type="checkbox"/> poster in lab/institute | <input type="checkbox"/> print advertisement | <input type="checkbox"/> Twitter | <input type="checkbox"/> other conference |
| <input type="checkbox"/> 2009/2010/2011 participant | <input type="checkbox"/> conference website | <input type="checkbox"/> internet search | <input type="checkbox"/> other: _____ |
| <input type="checkbox"/> friend or colleague | <input type="checkbox"/> online advertisement | <input type="checkbox"/> scientific society | |

Abstract submission

- | | | |
|--|---|--|
| <input type="checkbox"/> I will submit a late abstract | <input type="checkbox"/> I submitted an abstract before 12 June | <input type="checkbox"/> I am NOT submitting an abstract |
|--|---|--|

Abstract book

The abstract book will be available online as a downloadable PDF two weeks prior to the conference to allow all registered participants to review abstracts and highlight posters of interest before arrival. A printed version of the abstract book is available for €5.

yes, I would like a printed abstract book (€5 charge per book upon registration) **quantity:** _____

no, the PDF version will suffice

ABSTRACT BOOK SUBTOTAL = € _____

Programme book

The programme book will be available online as a downloadable PDF two weeks prior to the conference to allow all registered participants to review speaker abstracts and read about other conference highlights before arrival. A printed programme book will ONLY be available for you if you specify here that you would like one.

yes, I would like a printed programme book no, the PDF version will suffice

Specific dietary requirements?

vegetarian

lactose intolerant

none

B. REGISTRATION FEES

	EARLY until 12.06.2012	LATE 13.06. – 04.09.2012	ON-SITE from 05.09.2012
Academic* Postdoctoral researcher	<input type="checkbox"/> € 395.00	<input type="checkbox"/> € 495.00	<input type="checkbox"/> € 595.00
Academic* Group Leader/Principle Investigator	<input type="checkbox"/> € 395.00	<input type="checkbox"/> € 495.00	<input type="checkbox"/> € 595.00
<input type="checkbox"/> I have established my independent research group within the last 10 years			
Regular**	<input type="checkbox"/> € 515.00	<input type="checkbox"/> € 645.00	<input type="checkbox"/> € 795.00
Student***	<input type="checkbox"/> € 220.00	<input type="checkbox"/> € 270.00	<input type="checkbox"/> € 320.00
Day Ticket Sat 22 September Welcome lecture & Welcome drinks only	<input type="checkbox"/> € 130.00	<input type="checkbox"/> € 130.00	<input type="checkbox"/> € 130.00
Day Ticket Sun, 23 September	<input type="checkbox"/> € 285.00	<input type="checkbox"/> € 285.00	<input type="checkbox"/> € 285.00
Day Ticket Mon, 24 September	<input type="checkbox"/> € 285.00	<input type="checkbox"/> € 285.00	<input type="checkbox"/> € 285.00
Day Ticket Tue, 25 September	<input type="checkbox"/> € 285.00	<input type="checkbox"/> € 285.00	<input type="checkbox"/> € 285.00
REGISTRATION FEE SUBTOTAL = € _____			

The registration fee includes:

admission to scientific sessions, posters & exhibition, a bag with conference materials, coffee breaks & lunch bags on Sun & Mon & Tues, Welcome Drinks on Saturday. Career Day activities and a hard copy of the abstract book are excluded from this fee.

* Academic: scientists employed by academic, research or scientific organisations specifying whether you are a postdoctoral researcher or a group leader/principle investigator.

** Regular: non-academic, commercial/industry delegates

*** Student: please send us the completed "Proof of Student Status" form available for download on the conference website: <http://www.the-embo-meeting.org/registration.html>. Status will be verified.

C. CAREER DEVELOPMENT SESSIONS

SATURDAY, 22 September 2012		
CAREER DAY ACTIVITIES		
<i>Career Day Activities – full details available on the webpage. Number of participants is limited. Pre-registration required. First come, first served.</i>		
09:00 – 17:30	A1 Presentation skills	<input type="checkbox"/> € 40.00
09:00 – 17:30	A2 Job Applications: Understand the do's and don'ts	<input type="checkbox"/> € 40.00
12:15 – 14:15	B1 Career Options Lunch	<input type="checkbox"/> € 20.00
14:30 – 17:30	C1 Make science make sense	<input type="checkbox"/> € 20.00
14:30 – 17:30	C2 How to get your paper published	<input type="checkbox"/> € 20.00
WORKSHOP FEE SUBTOTAL = € _____		

MONDAY, 24 September 2012	
PURSUE AN ACADEMIC CAREER MENTORING SESSION – FULLY BOOKED!	
<i>Number of participants is limited, pre-registration is required. No registration fee.</i>	
13:30 – 15:00	Max. 10 participants and two mentors will be seated for round table discussions per topic. As sessions run parallel, you may only select one topic.
FULLY BOOKED	After your PhD - what comes next in academia? The choice between a postdoc in your home country or abroad, Europe, the USA or elsewhere?
FULLY BOOKED	Planning your career: obtaining an appropriate postdoc position
FULLY BOOKED	Starting your own lab: where and how (i.e. tenured positions, fellowships, grants) and other issues
FULLY BOOKED	Job application strategies for academic positions: applying for independent positions - first as a junior independent investigator and then at higher (assistant professor) level
FULLY BOOKED	Defining and refining research directions for your project and your group
FULLY BOOKED	Raising a family while pursuing a career in research
FULLY BOOKED	Publishing: How important is it for your career? When is your story ready to be published? Which journal to try? Who should be involved in writing the paper, and who should be co-authors? How to reply to editors and reviewers?
FULLY BOOKED	Writing your first grant. Grant opportunities for young scientists within Europe
FULLY BOOKED	Communicating your science.

D. EVENING EVENTS

<input type="checkbox"/> WELCOME DRINKS	Saturday, 22 September	1 ticket per registration	FREE for registered participants, registration is required
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E. HOTEL ACCOMMODATION

Special conference rates were negotiated with the hotels in Nice via MCI, however these are now fully booked. Participants would need to find their own accommodation now.

Suggestions can be found here: <http://www.the-embo-meeting.org/travel/accommodation.html>

GRAND TOTAL (REGISTRATION FEE, WORKSHOP FEE, EVENING PROGRAMME) = € _____
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F. METHODS OF PAYMENT

Payment by credit card

I hereby authorize MCI Deutschland GmbH to charge my credit card with the GRAND TOTAL as shown above plus all additional fees relating to hotel booking where appropriate.

American Express Visa Mastercard

Card Number: _____

Card Holder: _____

Expiry Date MM/YY: ____/____/____/____

Security Code (required): ____/____/____/____

[Visa/Mastercard: last 3 digits by the signature on the back of the card, AMEX: 4-digit number printed above the card number on the front.]

Telephone or email registrations cannot be accepted. Cheques, purchase orders and bank transfers are also not accepted.

Please note: registration and services booked can only be confirmed upon receipt of full payment.

I hereby accept the general terms and conditions. I agree that my personal data may be used solely for *The EMBO Meeting* purposes. I agree, where necessary, that this data may be transferred to hotels selected for the conference.

Date: _____

Signature: _____

General Terms & Conditions

Registration & Cancellation Policy

- I understand that the deadline for pre-registration is 4 September 2012.
- Any registrations or payments received thereafter, confirmation documents will be handed out onsite.
- Registration and services booked can only be confirmed upon receipt of full payment or valid credit card details.
- For cancellations received before midnight CET 12 July 2012, fees will be refunded minus €18 for administrative costs. After this date, no refund will be possible.
- Name changes incur a handling fee of €18 per registration.
- In case of no-show or early departure no refund will be issued.
- Cancellation(s) and/or modification(s) to your original registration(s) (including sessions and social events) and/or hotel booking must be made in writing (fax, letter or e-mail) to:
MCI Deutschland GmbH, Markgrafenstr. 56, 10117 Berlin, Germany, Fax: +49 30 2045950
E-mail: registration.berlin@mci-group.com
- Should you have any special requests for the processing of your invoice, kindly let us know when submitting your registration form. The re-issuing of an invoice incurs a €20 handling fee.
- All prices listed are correct at time of publication, all tariffs and VAT rate are subject to change.

Name Badge Replacement Policy

Participants can only collect their name badges upon arrival at the conference from the registration area. If the badge is lost, a replacement badge will be issued at a charge of €20. Should the badge be mislaid a second time, the individual would need to re-register onsite at the published rates.

Additional Workshops

Each additional workshop requires a minimum number of participants:

- Workshops: if the minimum is not reached by four weeks prior to the conference the workshop in question will be cancelled and a full refund will be given.

Should an individual cancel their own participation, no refund will be issued.

Participants take part in all aspects of the programme, additional workshops and social events at their own risk.

Hotel Accommodation

The selected hotels have limited capacity. It is recommended to make your hotel booking as early as possible. If the desired hotel/category is already fully booked, MCI Deutschland GmbH reserves the right to arrange accommodation in another hotel/category. All changes and cancellations are to be made in writing and addressed to MCI Deutschland GmbH.

In case of partial or full cancellation of the hotel reservation before 21 May 2012, a handling fee of €40 per person will be charged. From 21 May until 20 June, for partial or full cancellation, 50% of the booked hotel nights will be charged but as a minimum one night will be charged at least. In case of cancellation or no-show

without prior notice after 20 June 2012, all hotel nights reserved will be charged. In case of no-shows, the right to the booked hotel room will expire the following day at 09:00am local time. A €30 handling fee per person will be charged for changes in hotel reservations. The hotel is liable for damages if the reserved room is not made available. MCI Deutschland GmbH will charge the deposit for the first night on behalf of the hotel. The amount will be transferred directly to the hotel and will be deducted from the final invoice issued by the hotel upon departure. The final invoice (including VAT) can only be issued by the hotel. Please ask for this invoice at the hotel reception.

Should a third party take over the contract from a participant, both parties are liable for payment of the invoices as well as the re-booking fees.

To secure adequate overnight capacity, MCI Deutschland GmbH contracted these hotel rooms for the conference a long time in advance. Hotels may publish online or last-minute promotional rates for a limited number of rooms which may vary from the prices contracted for the conference.

Legal conditions

Organizer of *The EMBO Meeting* is *Gesellschaft zur Förderung der Lebenswissenschaften Heidelberg GmbH* (VAT Nr. DE264471047). The scientific programme is the organizer's responsibility. MCI Deutschland GmbH is acting as an agent for hotel accommodation and social programme. Registration fees are collected by MCI Deutschland GmbH on behalf of the organizer. All vouchers/documents will only be distributed upon receipt of full payment. Please pay any balance on time, as indicated on your invoice. There will be no refund or replacement for lost or unused vouchers/documents.

Liability

MCI Deutschland GmbH's liability for damages – not including personal injury – is limited to three times to the total invoice amount, provided that the damage is not caused deliberately or in a negligent manner.

The participant acknowledges that he/she has no right to lodge damage claims against the organizer should the holding of *The EMBO Meeting* be hindered or prevented by unexpected political or economic events or generally by force majeure, or should the last-minute cancellation of speakers or other reasons necessitate programme changes.

These general terms and conditions and all subsequent information are to be considered as the legal basis for all conference participants. Verbal agreements are not binding, unless confirmed in writing.

By completing the registration form, the participant agrees that his/her data may be used, processed and published (e.g. within the list of participants) for organizational purposes of *The EMBO Meeting*. If the participant is not in agreement, the participant needs to inform the organizer when returning this form.

These conditions are subject to the jurisdiction of Amtsgericht Mannheim, Germany (Magistrate's Court).