



GROUP REGISTRATION FORM

1. The group registration process is valid for a **minimum of 10 delegates**.
2. In order to facilitate your group registration, please fill out this form and return by email to: registration@ptcog62.org
3. In order to benefit from the reduced group registration fees, payments must be paid **prior to the below deadlines**.
4. Please send the **final** name list no later than **4 weeks prior** to the Conference. Please **do not send** preliminary name lists.
5. Name changes will be permitted free of charge until **2 weeks prior** to the Conference (up to 15% of the participants names). After this date, any name change will be subject to 30 USD charge per name.
6. **Onsite group registration pick-up** for groups leaders will be available upon request.
7. Payment is accepted by credit card or bank transfer. Credit card payment is subject to **additional 4% commission**.
8. **Cancellation policy:** Refund of registration fee will be as follows:
Note! Refunds for groups will be processed after the Congress.
 - Prior to April 5, 2024 - Full refund
 - From April 6, 2024 until May 23, 2024 - 50% refund.
 - From May 24, 2024 - No refund.
9. Fees for Conference participants include:

Educational Sessions Categories, June 10-11,2024:

All Educational Sessions included in the final program
Complimentary access to the Educational Sessions Welcome Reception
Complimentary access to the Exhibition Opening and Scientific Meeting Welcome Reception
Refreshments during coffee breaks as indicated in the program
Conference materials provided via registration

Scientific Meeting Categories, June 12-14,2024:

All Scientific Meeting Sessions as included in the final program
Complimentary access to the Exhibition Opening and Scientific Meeting Welcome Reception (on the 11 of June, afternoon).
Access to PTCOG 62 Exhibition and poster area
Refreshments during coffee breaks as indicated in the program
Conference materials provided via registration



All Session Categories Include, June 10-14,2024:

- All content as per final program
- Complimentary access to the Educational Sessions Welcome Reception
- Complimentary access to the Exhibition Opening and Scientific Meeting Welcome Reception
- Access to PTCOG 62 Exhibition and poster area
- Refreshments during coffee breaks as indicated in the program
- Conference materials provided via registration

10. Please fill in the below information:

Company (Group Name): _____

Booking Agency (if relevant): _____

Contact Person: _____

Email: _____

REGISTRATION CATEGORIES

REGISTRATION FEES (RATES ARE IN USD)

Fees apply to payments received prior to the indicated deadlines.

CATEGORY	EARLY RATE Until April 4, 2024	REGULAR RATE From April 5 until May 14, 2024	LATE RATE From May 15, 2023
EDUCATIONAL SESSIONS	\$455	\$510	\$535
EDUCATIONAL SESSIONS – RT & Dosimetrists *	\$340	\$395	\$420
EDUCATIONAL SESSIONS – Student *	\$300	\$350	\$380
SCIENTIFIC MEETING	\$800	\$855	\$880
SCIENTIFIC MEETING – RT & Dosimetrists *	\$605	\$655	\$685
SCIENTIFIC MEETING & Students *	\$525	\$575	\$605
ALL SESSIONS	\$1,110	\$1,165	\$1,190
ALL SESSIONS – RT & Dosimetrists *	\$840	\$890	\$920
ALL SESSIONS – Students *	\$725	\$780	\$805

* The discounted registration fees applicable to Radiation Therapists, Dosimetrists and Students are only available to those providing valid credentials requested via the registration form. The standard registration fee will apply to anyone unable to prove one of these three positions when requested.



Group Registration Details:

- 1. Required registration category: _____ No. of Registrations: _____
- 2. Required registration category: _____ No. of Registrations: _____
- 3. Required registration category: _____ No. of Registrations: _____
- 4. Required registration category: _____ No. of Registrations: _____

Total Group Participants: _____

Important Note: Abstract Presenters

In case there are Abstract Presenters among the group please advise the names and abstract numbers in advance in order to guarantee the abstract will remain in the Scientific Programme.

Please mark below accordingly:

- There are no abstract presenters in this group
- Attached is a list of the abstract presenters in this group

Group Registration Pick-up

Group registration collective pick-up will be available onsite, an appointment must be coordinated in advance. Exact times will be advised prior to the Conference.

Note: in case of group registration pick-up, individual barcode confirmation letters will not be sent to group participants.

We strongly recommend individual pick-up.

Please mark below accordingly:

- Group registration pick-up is required
- No group pick-up, the delegates will be collecting their registrations individually.

Data Protection:

- I confirm that the group delegates whose names we will share with Kenes for the purpose of registration to the event, have agreed to this data share and its purpose.**



PAYMENT DETAILS

Payment information:

Billing Address (to appear on invoice and receipt): _____

This form was submitted by:

Full Name: _____

On Behalf of (company name): _____

Signature: _____ Date _____

Please select a method of payment (credit card or bank transfer):

1. Credit card payment (Credit card payment is subject to additional 4% commission):

I authorize 'KENES International – Organizers of Congresses' to charge the below credit card for the amount of: _____ USD.

Type: Visa / MasterCard / AMEX

Number: _____

Expiration date: _____

Name of Card holder: _____

Address (as per Credit card records): _____

Security digits (on the back of the credit card): _____

Signature of Card Holder: _____

2. Bank Transfer Payment:

- Please **ensure that the name of the group/paying company are stated on the bank transfer.**
- Bank charges are the responsibility of the payer and should be paid at source in addition to the registration fees.

Please make drafts payable in USD only to:

Account name: PTCOG 62 Conference, Singapore

Bank Details: Crédit Suisse, Geneva, 1211 Geneva 70, Switzerland

Clearing Number: 4835

Swift No: CRESCHZZ80A

Account number: 1500934-92-620

IBAN: CH56 0483 5150 0934 9262 0