

How to registrate?



BY FAX

Print out and fill in the registrationdocument (following 2 pages) and send it by fax to the following number: +32 9 332 49 98 (to the attention of Mrs. I. Noterman, course secretary)

Shortly after you will receive an e-mail with the confirmation of your registration and further information.

ON THE INTERNET

Fill in the registrationdocument on our website: [Http://www.neuroendoscopy.org](http://www.neuroendoscopy.org) (click on '*registration*', where you can choose for *online registration*).

Shortly after you will receive an e-mail with the confirmation of your registration and further information.

PAY ATTENTION!

- Write down your e-mail address correct, because it will be used for further communication.
- Write down your name correct, because it will be used for your badge.

REGISTRATION FORM - part 1

Identification

(Double check the information that you have filled in because it will be used for further communication, especially your e-mail address!)

First name

Last name

Titel

Address

Zipcode City

Country

Phone Fax

E-mail

Registration fee

Neurosurgeon **1500 EURO**
 Resident/trainee **1250 EURO**
 Operating nurses **750 EURO**

Registration fee includes

The fee includes:

- Endoscopic training (all practical and theoretical sessions),
- Hotel accommodation in the Holiday Inn Express Hotel Ghent for 3 nights: 9, 10 and 11 May 2010),
- Welcoming reception on Sunday-evening,
- Social programme on Tuesday evening,
- All meals (breakfast, lunch and dinner and coffee break).
- DVD Endoscopic Neurosurgery (author: prof. Dr. J. Caemaert - Dr. F. Dewaele)

Payment and cancellation

Accountnumber Fortis Bank SWIFT

IBAN CODE

Bankaddress
 FORTIS BANK
 Zwijnaardsesteenweg 491
 9000 GENT, Belgium

Pay attention! We do not accept creditcards! Cancellation must be made by e-mail before 1 May 2010. For cancellation made after this date, we reserve the right to charge half the participation fee. Refunds will be made after the workshop.

REGISTRATION FORM - part 2

Invitationletter

Do you need an official invitationletter of our department to obtain VISA? (Invitationletters will be send as signed documents by e-mail in PDF format, double check if you have filled in the correct e-mail address)

YES

NO

Accompanying person

Do you want to bring an accompanying person(s) to the workshop?
(= must be a non-neurosurgeon or non-neurosurgical nurse)

YES

NO

If yes, please mark the extra costs that you want to make for the accompanying person (remark: **lunch/dinner** for the accompanying person must be paid directly to the restaurant of the hotel!)

double room = 45 euro (additional rate on your single room for 3 nights (3 x 15 euro), free breakfast included)

wellcome reception = 25 euro (reception = American buffet + Belgian beers)

social event = 50 euro (social event = visiting the city of Ghent, guided boattrip, social dinner on a special location)

Extra nights

Do you want to stay an extra night(s) in the hotel?

YES

NO

If yes, please mark the extra nights that you want to stay:

7 May 2010 = 95 euro (110 euro if double room requested)

8 May 2010 = 95 euro (110 euro if double room requested)

12 May 2010 = 95 euro (110 euro if double room requested)

13 May 2010 = 95 euro (110 euro if double room requested)

Signature

Having signed below, I hereby confirm that I have read and I am fully aware of the cancellation conditions as stipulated in this registration form.

Your Signature _____

Date _____