

####  **REGISTRATION FORM**

**ELFA Annual Meeting and Conference 2023**

**Lausanne, 12 - 14 April 2023**

**REGISTRATION DETAILS**

|  |  |
| --- | --- |
| **Title and Name** |  |
| **University or Institution** |  |
| **Position** |  |
| **Address** |  |
| **Postal Code and City** |  |
| **Country** |  |
| **E-mail** |  |
| **Telephone** |  |

**CONFERENCE MEALS (1 person included in Conference fee)**

|  |  |
| --- | --- |
|  | Yes, I will attend the reception on Wednesday 12 April 2023 |
|  | Yes, I will attend the official Conference dinner on Thursday 13 April 2023 |
|  | Yes, I will attend the lunch on Friday 14 April 2023 |
| Special dietary requirements (please specify vegetarian or other restrictions): |  |

**REGISTRATION FEE**

**Important:** *One delegate of each ELFA Member Faculty is not required to pay the registration fee,* ***on the condition that the member faculty has already paid annual membership fees****. For each additional delegate of an ELFA member, the registration fee is fixed at € 150,-For Non ELFA Members the fee is € 210,-*

|  |  |  |  |
| --- | --- | --- | --- |
| **Number of person(s)** |  |  |  |
|  | **First Delegate** from an ELFA Member: | Free  | FREE |
|  | **Additional Delegate(s)** from an ELFA Member: | € 150,- for Each Person |  |
|  | Delegate from a **Non ELFA Member**:  | € 210,- for Each Person  |  |
|  | **Accompanying Person** | Official Dinner 13 April: € 100 |  |
| **TOTAL AMOUNT**:  |  |

|  |  |
| --- | --- |
|  | Please send me an invoice if more than one delegate attending |

**PAYMENT: Registration will not be valid until the required fee has been received**. Payments can only be made in Euro.

The ELFA Bank details are:

|  |  |
| --- | --- |
| Bank | BNP PARIBAS FORTIS |
| Address | Vital Decosterstraat 42, B 3000, Leuven, Belgium |
| IBAN | BE03 2300 1895 0584  |
| BIC / SWIFT Code | GEBABEBB |
| Holder | EUROPEAN LAW FACULTIES ASSOCIATION (ELFA)Tiensestraat 41, B 3000 – Leuven (Belgium)Tax Identification Number (BE): 206/5893/1271 RSIN - Legal Entity or Partnership Identification Number (NL): 819322350 |

**Please indicate your name clearly on all money transfers, and email a scanned proof of transfer (if possible) to:** elfa.agm@gmail.com

***CANCELLATION:*** *In case of cancellation the total fee minus handling charges will be refunded, pro­vi­ded a written request is received by ELFA before 17 March 2023.*

**Please return this form by 17 MARCH 2023 sending it BY EMAIL to:** elfa.agm@gmail.com