

## **PAGE 2013 REGISTRATION INFORMATION**

### **Delegate Registration**

All attendees, including invited speakers, must register before the Meeting. Registered delegates will receive the following:

- Summary programme
- Name badge permitting access to all sessions
- Lunch and refreshment breaks on the days attended
- Ticket for the Civic Welcome Reception on Tuesday 11th June
- Ticket for the Social Event on Thursday 13th June

### **Accompanying Guests**

All accompanying guests must be registered if they wish to participate. Please provide full guest names as all guests will be issued with a badge for entry to the Civic Reception. The Accompanying Guest Fee includes:

- Name badge permitting access to the following events, but NOT meeting sessions
- Ticket for the Civic Welcome Reception on Tuesday 11th June
- Ticket for the Social Event on Thursday 13th June

### **Registration**

The Registration Desk will be open at the following times (provisional timings):

Tuesday 11 <sup>th</sup> June	1500 hours – 1900 hours
Wednesday 12 <sup>th</sup> June	0800 hours – 1800 hours
Thursday 13 <sup>th</sup> June	0800 hours – 1800 hours
Friday 14 <sup>th</sup> June	0800 hours – 1230 hours

Participants with special requirements should contact the PAGE 2013 Secretariat ([page2013@meetingmakers.co.uk](mailto:page2013@meetingmakers.co.uk)) in advance for assistance.

### **Registration Fees**

The registration fees are as follows:

Academics and non-profit participants	£350.00
Industry and commercial participants	£500.00
Students who present a poster or oral at PAGE 2013	£25.00
Students who are not presenting a poster or oral at PAGE 2013	£100.00
Accompanying Guest	£120.00

## **PAYMENT**

Payment of fees must be made when the registration form is completed or a purchase order must be provided. Failure to pay within 14 days of registration at the PAGE website will result in the loss of a guaranteed place at the meeting and relegation to the waiting list. All payments must be in **POUNDS STERLING** using one of the following methods:

### **1. Bank Transfer**

**This is the preferred method.** The bank account details for Population Approach Europe are as follows:

Account Name: Population Approach Europe

Account Number: 42572834

Sort Code: 40-02-26

Name of bank: HSBC

Address of bank: PO Box 260, 46 The Broadway, Ealing, London, W5 5JR

IBAN: GB59MIDL40022642572834

SWIFTBIC: MIDLGB2106F

Please **quote your name and invoice number or delegate ID number** as a reference. **Without the correct details it will be impossible for us to track your payment.** All payments must be made in Pounds Sterling. **All bank charges must be paid for by the sender.**

Participants who require an invoice should provide a purchase order number and invoice department/address if different from the Address for Correspondence on the registration form.

### **2. Credit Card/Debit Card**

The following cards are welcome: Visa, MasterCard and Maestro. Please note that American Express and Diners Cards cannot be accepted.

To pay by credit card, please download and complete the form from the Meeting Makers' website.

### **3. Personal or Company Cheque**

Payment by personal or company cheque, drawn on a UK bank only will be accepted. Payments should be made to **Population Approach Europe** and posted to the following address:

PAGE 2013 Secretariat

c/o Meeting Makers

Block 4, Unit 4

Kelvin Campus

West of Scotland Science Park

2317 Maryhill Road

Glasgow

G20 0SP

**PLEASE NOTE: NO OTHER METHODS OF PAYMENT CAN BE ACCEPTED**

## ACCOMMODATION

Please note that accommodation is no longer available through the Secretariat.

## SOCIAL PROGRAMME

All delegates will receive tickets for the social events, including the Civic Reception on Tuesday evening and the main Social Event on Thursday evening. **Please update your registration by un-ticking the boxes if you do not plan to attend either of these events.**

### Tuesday 11<sup>th</sup> June

#### Civic Reception

The meeting will open with a civic-sponsored drinks reception in one of Glasgow's great historic buildings in the Merchant City area, close to the city centre.

### Thursday 14<sup>th</sup> June

#### Social Event

The social event will be held in a city centre venue within walking distance of the Glasgow Royal Concert Hall. Pre-dinner drinks will be followed by dinner and entertainment.

#### Tours

Delegates may wish to arrange their own independent tours. There are a number of companies that can supply tailored tours to suit specific requirements. Please explore the links below if you require further information:

[www.rabbies.com](http://www.rabbies.com)

[www.visitscotland.com](http://www.visitscotland.com)

## CANCELLATION POLICY

All cancellations must be sent in writing or e-mailed to the PAGE 2013 Secretariat:

PAGE 2013 Secretariat  
c/o Meeting Makers  
Block 4, Unit 4  
Kelvin Campus  
West of Scotland Science Park  
2317 Maryhill Road  
Glasgow  
G20 0SP  
Tel: 0044 (0) 141 945 6880  
Fax: 0044 (0) 141 945 6899  
E-mail: [page2013@meetingmakers.co.uk](mailto:page2013@meetingmakers.co.uk)

### Cancellation of Registration

No refunds will be issued. Name changes are permitted.

### Cancellation of Hotel/University Accommodation

Cancellations received before 5<sup>th</sup> April 2013 – no penalty.

No refunds will be given after 5<sup>th</sup> April and full payment will be due. All cancellations must be received in writing – by email, fax or hard copy mail. Any reduction in nights will be treated as a cancellation and no refund will be given. Any refunds given will be subject to a charge of £20.

### Insurance

The organisers do not accept any responsibility for individual medical, travel or personal insurance. Delegates are strongly advised to have their own travel insurance policies.