



INTERACT

REGISTRATION TO 2ND MCM BOLOGNA (IT)

Registration to the meeting should be done **online**, via the registration platform at the COST Action **CA20120 INTERACT** website (Members Area) **until 2022 January 28**. Please have in mind that **you need to register through the INTERACT website** regardless of the invitation received via e-COST.

EURACON, the European Association for Communications & Networking, handles the Administrative Management of the CA20120 INTERACT meeting in Bologna.

Once you have signed up online, **complete your registration by paying the Contribution to the Local Organiser expenses:**

- **180 €:** *in-person* attendance
- **50 €:** *remote* attendance

This contribution is intended to cover exclusively meeting expenses, i.e., meeting venue, coffee breaks, lunches, 1 social dinner, online meeting tools and related expenses.

Accompanying persons may attend dinner, upon seating availability, by paying **50 €**. They need to **send an email** with the subject "INTERACT Bologna dinner" to Vera Almeida (vera.almeida@inov.pt) **until 2022 January 28**.

Your registration will only be complete after you pay the Contribution to the Local Organiser expenses. **Failing to do so by 2022 January 28 will cancel your registration.**



ACCEPTED METHODS OF PAYMENT

Payments can be made by:

1. Bank Transfer

The following bank account should be used:

Account Holder: EURACON, AISBL, Avenue Georges Lemaitre 4-6, 1348
Louvain-la-Neuve, Belgium

Bank name: BNP Paribas Fortis NV (Louvain-la-Neuve)

Bank address: Place de l'Université 6, 1348 Louvain-la-Neuve, Belgium

IBAN: BE84 0016 9348 0459

SWIFT-BIC code: GEBABEBB

REFERENCE: [Your first name] [Your last name] Registration INTERACT 2nd
MCM Bologna

The transfer should be done in the mode that transfer costs are paid by the sender.

2. Online Payment

EURACON accepts PayPal payments, by adding 4.65%+0.35 € transaction fees, i.e., **188.72 €** for *in-person* attendance or **52.68 €** for *remote* one.

To use the online payment, please **send an email** with the subject "EURACON Online Payment 2nd MCM Bologna" to Vera Almeida (vera.almeida@inov.pt), including your **billing information**.

You will then receive an invoice via email, along with the option to pay by PayPal. By selecting the PayPal button, you will be taken to a PayPal page where you can make the payment.

Please note that PayPal accepts Visa, MasterCard, American Express, Discover or PayPal account payments. **A PayPal account is not required for online credit card payments** (though you are welcome to use one) nor are you required to create an account to complete the process.



INVOICE / PAYMENT RECEIPT

The **invoice** will be sent by email once EURACON has received the fully completed registration and the related payment. A pro-forma invoice can be requested to Vera Almeida (vera.almeida@inov.pt).

INVITATION LETTER

If you require an invitation letter for your **VISA** application, please submit a request to Vera Almeida (vera.almeida@inov.pt) with the following information:

- Family name:
- Given name:
- Gender:
- Title (Dr., Prof., Mr., Mrs., Ms., etc.):
- Birthday:
- Affiliation:
- Nationality:
- Passport No.:
- Passport date of expiry:

CERTIFICATE OF ATTENDANCE

Certificates of attendance will be provided, upon request, after the meeting, by sending an email to Vera Almeida (vera.almeida@inov.pt).

SPECIAL MEALS FOR THE DINNER

Special requests regarding the dinner should be sent to Vera Almeida (vera.almeida@inov.pt) **until 2022 January 28**.