

W S C G ' 2012

Conference fee

Payment received by	May 15, 2012	May 28, 2012	Registration desk*
Conference fee # is valid for one person and one presentation	7450,- CZK approx. 310 EUR	7 950,- CZK approx. 330 EUR	8 450,- CZK approx. 350 EUR

#Please, check the current exchange rate and transfer fee with your Bank office
Conference proceedings will be available in the electronic form after the conference.

PLEASE, FOLLOW THE INSTRUCTIONS FOR BANK TRANSFER

Please, note that the conference fee:

- **should be paid by the bank transfer in CZK only**
(please, include bank transfer fee - approx. **EUR 10**, banks require the transfer fee!),
is paid by a participant
- is to be paid for each **presentation if one author presents more papers**
- covers printed proceedings of abstracts
- covers post-conference electronic proceedings with accepted and presented papers, posters and other conference documentation – the DVD image will be available to participants via WEB,
- does not include printed Journal of WSCG and printed WSCG proceedings.

Preliminary version of CD/DVD with accepted papers/posters will be available at the registration.
We recommend you to take a notebook with you. It will be possible to download all the papers including additional files and available presentations.

- **It is possible to pay the conference fee at the registration desk in CZK.**
EUR or CHF (Swiss Francs) can be accepted exceptionally according to the current exchange rate + commission fee, only.
Credit cards, other currencies or any kind of cheques cannot be accepted to pay the conference fee at the desk. Banks and hotels accept the Mater Card, Visa Card and other main cards. ATM machines are widely available (make sure that your limit is reasonable)

Please, do not include the payment for an accommodation - accommodation is paid by participants directly at the hotel desk by a credit card or in cash.

Cancellation policy: *No refund can be given.*

Please, note that VAT cannot be claimed back.

WSCG 2012 Conference Fee Payment

We acknowledge the transfer of the amount of:CZK/EUR in favor of the account No: **279809463/0300** was made by.....(bank name) on(date)

Reason of the payment: **paper code and attendee name**

Please include the amount that **covers the bank transfer fee**. You can send the conference fee in any currency if correctly recounted to CZK (Czech currency) – differences should be paid at the registration desk.

PAPER code and ATTENDEE NAME IS TO BE SHOWN IN THE BANK TRANSFER STATEMENT in the reason of the payment part

The name of account: **Vaclav Skala - UNION Agency**
Account owner address: **Na Mazinach 9, CZ 322 00 Plzen-Radcice, Czech Republic**
Reg.No. (ICO): **416 82 459 NOT VAT REGISTERED**
with **Ceskoslovenska obchodni banka a.s.**
branch: **Americka 60, CZ 305 55 PLZEN, Czech Republic**

Charges: the money sender – code "OUR" to the account of the orderer ! **BIC:** CEKOCZPP
IBAN: CZ23 0300 0000 0002 7980 9463 **SWIFT:** CEKOCZPP

Reason of the payment: <paper CODE> & <Person name> - vital for payment identification

Use CAPITAL LETTERS and BLACK INK, please

Paper CODE(s) [if applicable]: e.g. **Q22** [i.e. if a person presents a paper]

Attendee name:

Institution:

Address:

.....

ZIP Code (PSC): **City:**

Country: **e-mail:**

Payment should arrive by the deadline, otherwise participant will pay the conference fee at the desk. **Please, note that VAT cannot be claimed back.**

Payment is usually received **after 5-10 days of the bank transfer was made.**

Cheques or credit cards cannot be accepted for the conference fee payment.

Cancellation policy: No refund can be given.

Important note: Banks cash a fee for a money transfer. Please, include bank fees to the payment as a conference attendee might be asked to pay the difference at the registration desk. **Payment receipt will be issued only if the payment is received in full.**

Please, **take a copy of the bank transfer as a payment proof with you.**

Date:

.....

Stamp, name and signature of the authorized person

Send the **2nd page** by air mail (not registered, not DHL etc.) to:

Vaclav Skala – UNION Agency, Na Mazinach 9, CZ 32200 Plzen-Radcice, Czech Republic and

PDF copy send to UnionAgency@volny.cz subject: WSCG-<Your name>-<Papercode>

It will help us a lot in payments identification and processing.