

HOW TO REGISTER

1. Create your account.
2. If you already have one, simply log in and register.
3. If you have forgotten your password, you can reset it by clicking on "FORGOT PASSWORD?"
4. Select your Registration Category.
5. Once you have completed your registration, you will receive an automatic registration confirmation with a summary of the options you have selected.

If you do not receive this e-mail, either your e-mail address has been entered incorrectly or the registration process has not been completed.

PAYMENT

Fees must be paid in euros (€) and can be settled via credit card (Visa, Mastercard, American Express) or bank transfer to Sistema Congressi.

Our online payment system, Xpay, provided by Nexi, ensures the security of your transactions.

If you choose bank transfer, please complete the registration form first. Bank transfer details and instructions will be provided in the registration confirmation email.

Please note that admission to ERNSI 2024 cannot be guaranteed until full payment has been received. Registrations with outstanding or delayed payments will be automatically cancelled without prior notice.

Hotel city taxes are to be paid directly to the hotel upon check-out.

INVOICE

The invoice will be issued and emailed in PDF format in due time.

Please note that possible delays may occur due to holiday periods or overlapping deadlines.

Ensure that all invoice information is correct and complete.

The attendee's name will always be included in the invoice description.

Consistency in billing data is mandatory!

If you select "billing to MYSELF as a private person" it means that YOU'll pay and the invoice will be in YOUR name. Please fill out all the mandatory fields with YOUR personal details.

If you select "billing to a COMPANY/UNIVERSITY/INSTITUTION" it means that THEY will pay. Please fill out all the mandatory fields with the billing details of your Company/University/Institution, including invoice recipient.

It is mandatory to provide a Taxpayer Identification Number (TIN, VAT, Fiscal Code...).

Please make sure to type the right one!

Failing to provide for the right billing invoice details will result in wrong invoices.

Reissuing wrong invoices is subject to a penalty fee.

CANCELLATION POLICY

Cancellation must always be confirmed in writing: please email registration@sistemacongressi.com and ensure to include all your bank information.

Refunds of fees, less €50 for an administrative charge, will be issued for cancellations received June 30th.

Cancellation requests received after June 30th will be evaluated on a case-by-case basis; after June 30th we cannot guarantee neither refund of the registration fee nor of room cost.

No refund will be possible in the case of a no-show.

In the event of the conference being cancelled at any time due to force majeure or other reasons beyond the control of the Organizing Committee, registration fees will not be refunded. Neither the Organizing Committee nor the Organizing Secretariat will be liable for any other costs or losses incurred, such as transportation costs, accommodation costs, financial losses, etc. Participants are highly encouraged to obtain their own insurance policy covering such events.