

REGISTRATION INFORMATION

REGISTRATION

Registration platform

By clicking on the “Registration” button, you will be directed to our new registration and abstract submission platform.

Once on the login page of the platform, please enter your e-mail in the top left corner, in order to start the registration process.

Important- Once you have registered, you will have the possibility to book your accommodation online via the Registration portal/platform.

Registration fees (EUR)

The on-site registration desk will be open at the conference venue at the following times:

- 08 March 2019 from **07:00 to 19:00**
- 09 March 2019 from **08:00 to 19:00**

EASL members

This category is valid for active EASL members. Delegates who become new EASL members after 31 December 2018 will be entitled to all EASL membership benefits excluding the 'EASL member' registration fees for The International Liver Congress[™] 2019.

Early fee:

EUR 300.00

Up to & incl. 07 January 2019 (23:59 UTC+1)

Full fee:

EUR 450.00

From 08 January 2019

REGISTRATION FEES ARE EXCLUSIVE OF 20% VAT

Non EASL members

Delegates who become new EASL members after 31 December 2018 will be entitled to all EASL membership benefits excluding the 'EASL member' registration fees for The International Liver Congress[™] 2019.

Early fee:

EUR 450.00

Up to & incl. 07 January 2019 (23:59 UTC+1)

Full fee:

EUR 550.00

From 08 January 2019

REGISTRATION FEES ARE EXCLUSIVE OF 20% VAT

Young investigators and nurses

Young Investigator: Young Investigators must be under 35 years-old or still in training at the time of the conference. Proof of age or training status is mandatory. Relevant documentation must be

uploaded during the registration process. Should you require funding to participate to the conference, please visit the bursaries page.

Nurse: To benefit from Nurse rates, proof of nurse status is mandatory. A letter of confirmation from your Head of Unit may be uploaded during the registration process confirming that you are a nurse. Relevant documentation must be uploaded during the registration process.

EASL members:

Early fee:

EUR 50.00

Up to & incl. 07 January 2019 (23:59 UTC+1)

Full fee:

EUR 150.00

From 08 January 2019

Non-members:

Early fee:

EUR 100.00

Up to & incl. 07 January 2019 (23:59 UTC+1)

Full fee:

EUR 200.00

From 08 January 2019

REGISTRATION FEES ARE EXCLUSIVE OF 20% VAT

Group registration

For large group registrations (10 participants or more) please contact the EASL Office EASL-AASLD@easloffice.eu who will offer you special group registration facilities.

Group Registration Policy

For invoicing purposes, please inform us who the contact person within your company is, along with full name, complete postal address and contact details (phone and email) of this person. Upon receipt of your list, you will receive the invoice and a confirmation email. Payment can be made by credit card (Visa, Mastercard, Amex) or bank transfer.

Badge collection

Dedicated times will be allocated for group registration pick-ups. Precise collection times will be communicated separately to group leaders.

BASL members get preferential rates

Members of the British Association of the Study of the Liver (BASL) benefit from reduced registration fees. During the registration process, delegates must select 'Delegate-EASL member' under 'Visitor Type' indicating 'BASL' under BASL Membership field.

| | | |
|-----------------|---|---|
| Visitor type | <input type="text" value="Delegate – EASL member"/> | * |
| EASL Membership | <input type="text"/> | * |
| BASL Membership | <input type="text"/> | |

Payment method

Payment of registration fees (EUR) can be made via

- **Credit Card:** Visa, MasterCard, AMEX
- **Bank transfer:**
Account holder: European Association for the Study of the Liver
Bank name: Banque Cantonale Vaudoise (BCV)
Bank address: 14 Place St François, 1003 Lausanne
IBAN: CH29 00767 000L 5307 7154
BIC/SWIFT: BCVLCH2LXXX

Important- Please ensure that the name of the meeting and of the participant is stated on the bank transfer.

Important- Bank charges are the responsibility of the participant and will need to be paid in addition to the registration fees.

Registration will only be valid upon receipt of the full payment by the registration department according to the deadline indicated. An email confirming registration will only be sent after receipt of the required fees.

Outstanding payments will be collected onsite and charged at the onsite rate. A copy of the bank transfer (or other proof of payment) will be required in the case where registration fees were not credited to the EASL bank account in due time.

Cancellation policy

All cancellations must be received in writing to EASL by e-mail EASL-AASLD@easloffice.eu before the following deadlines:

- Until 07 January 2019 (23:59 UTC+1): full refund minus EUR 35.00 for administrative charges
- From 08 January 2019: no refund is possible

Refund should not exceed 30 days after the receipt of cancellation.

Once a delegate is confirmed, a minor name correction is still possible. However, once the registration fee is paid, tickets cannot be transferred to another person.

BURSARIES

EASL Young Investigator bursaries

EASL supports Young Investigators by helping them to attend the EASL-AASLD HBV Cure Endpoint conference.

To do so, EASL offers **two types of bursaries** to the presenting authors only of the best accepted abstracts who are aged 35 or under and/or are still in training. Application for a bursary is available to anyone fulfilling the above criteria, without geographical restrictions!

Full bursaries

Up to 50 bursaries of **EUR 650.00** each will be attributed to the presenting author of the best scored abstracts. In addition, the registration fees to the EASL-AASLD HBV Cure Endpoint conference will be waived.

Registration bursaries

Up to 50 presenting authors of the remaining best accepted abstracts answering the same criteria as mentioned above will have their registration fees waived.

All bursary recipients will receive one year's free membership to EASL!

Application instruction

Bursary applications can only be made during the online abstract submission process (before submitting your abstract, please click the appropriate box, when prompted, on the online form indicating your wish to be considered for the bursary).

The name of the presenting author **MUST** match the name of the applicant.

Requests submitted after the abstract submission will not be considered.

Supporting documentation upload

The following supporting documents must be provided in English and are to be uploaded during the abstract submission process on the EASL-AASLD HBV Endpoints website either as BMP, GIF, JPG or PDF files (size limit 1 MB).

- Proof of age: a clear copy of your ID, passport or driver's license indicating your date of birth

OR

- Proof of trainee status: A letter signed by the head of department on the department's letterhead confirming that you are a trainee

Important:

- EASL will automatically decline all bursary requests that do not conform to the above terms
- Notifications of bursaries granted will be sent around the abstract acceptance notification date **04 January 2019**.

- Name changes of presenting authors (different than at the time of the abstract submission) will only be accepted if made at the time of the submission of the supporting documentation
- All confirmed bursary recipients will have waived registration fees for the conference. Please only register and pay registration fees in the case you are NOT granted a bursary.

EASL will grant bursaries only to the presenting authors who will attest that they are not being sponsored or covered by any other source to attend the EASL-AASLD HBV Endpoints.

Bursary reception condition

It is compulsory for bursary recipients to stand in front of their poster screen during the entire allocated time of the ePoster session. Absence during the session will result in a non-payment of the bursary.

REGISTRATION FOR COMPANIES PRODUCING DRUGS IN ITALY

Any pharmaceutical companies producing drugs in Italy, and participating as Sponsors at this event, must be registered at the Italian Ministry of Health.

Application to participate **MUST** be presented to the Italian Ministry of Health at the latest 70 days prior to the beginning of the event. Applications after this deadline date will be rejected.

Application to participate must be made through a local agency, who will forward the registration request to the Italian Ministry of Health in the specific requested format.

TWT srl has been appointed by EASL as the sole agent to collect applications from pharmaceutical companies and file them with the Italian Ministry of Health for the EASL-AASLD HBV Endpoints, to be held in London, United Kingdom, 08-09 March 2019.

Please contact TWT srl:

Romina Baldolini
Ufficio Operativo
Via Cagliari 13
00198 ROMA
e-mail: rbaldolini@tw-team.it

NOTE: MEDICAL DEVICE PRODUCERS ARE NOT BOUND TO PRESENT ANY APPLICATION

Further details are available from:

Agenzia Italiana del Farmaco – Tel. +39 06 5978401

Visit: www.agenziafarmaco.gov.it/en

For full details, also see: <http://www.agenziafarmaco.gov.it/en/content/authorization-congresses-and-meetings>