



BANKING ASSOCIATION FOR CENTRAL AND EASTERN EUROPE

BACEE's Intensive Training Course on Bank Analysis

28 – 29 January 2019, Budapest

Registration Form

Name:.....

Position:.....

Organisation:.....

Address:.....

Billing Address:.....

VAT Number:.....

Telephone/Facsimile:.....

E-mail:.....

Please register me for the **BACEE's Intensive Training Course on Bank Analysis** (28-29 January 2019, Budapest)

- at regular rate **EUR 550+VAT per participant**
- For block reservation (2 or more delegates per company), for **EUR 450+VAT per participant**
- at BACEE MEMBER rate **EUR 400+VAT per participant**
- For block reservation (2 or more delegates per company), for **EUR 300+VAT per participant**

Visa needed: YES..... NO.....

Please complete and return to:

Banking Association for Central and Eastern Europe
 E-mail: bacee@bacee.hu or events@bacee.hu
 Fax: (36-1) 212 0313

I accept the proposed prices and Training Course Terms and Conditions (please see on next page).

.....
Signature

.....
Date

TRAINING COURSE TERMS AND CONDITIONS

Submission of a registration is regarded as a firm booking (subject to availability) and acceptance of these Terms and Conditions.

1. Payment of registration fees

- 1.1. Training Course registration fee should always be made in Euros, prior to the beginning of the Training Course.
- 1.2. Payment should be made by bank transfer within 8 days after receiving the pro-forma invoice.
- 1.3. The final invoice will be sent to the delegates by email or by post upon request, after the Training Course.
- 1.4. The fee of the event includes the access to the training room & materials, coffee breaks and lunches.
- 1.5. Value added tax (VAT) is payable by all delegates.
- 1.6. If any deductions or withholdings are required by law to be made from any fees payable to us you shall pay such sum as well, after the deduction or withholding has been made, leaving us with the same amount as we would have been entitled to receive in the absence of any such requirement to make a deduction or withholding.

2. Cancellation and modification policy

- 2.1. All cancellations must be received by BACEE in writing and sent to istvan.lengyel@bacee.hu or bacee@bacee.hu
 - 2.1.1. Participation can be cancelled free of charge until 2 weeks prior to the event. After this date, cancellation fee of 10% of the participation fee will be charged.
- 2.2. Non-attendance does not signify cancellation; delegates failing to turn up without prior cancellation should pay the full participation fee.
- 2.3. Refunds will only be made via wire transfer.
- 2.4. BACEE will not be held responsible for events cancelled for reasons beyond their control such as natural disasters, accidents, sabotage, trade or industrial disputes, outbreak of disease, hostilities and terrorism. Delegates are responsible for checking this information prior to the event.
- 2.5. BACEE reserves the right to postpone the event.
- 2.6. BACEE reserves the right to update and make changes in the programme at any time without notification.

3. Data protection

- 3.1. The delegates acknowledge and agree that the information given to the Organiser by the delegates on the Registration Form including name, position, organisation and e-mail address will be recorded in the Organiser's database and can be used by the Organiser for marketing, administration, invoicing and promotional purposes and will not be transferred to third parties.
- 3.2. Personal data is retained for two years.
- 3.3. The Organiser is committed to handle the data according to prevailing laws.
- 3.4. If you do not wish to receive further correspondence from the Organiser which does not relate to the event then please email bacee@bacee.hu and you can withdraw the provided consent.
- 3.5. Unless the Organiser receives an explicit written request in advance from a delegate confirming that they do not want to share their contact information, a list of all delegates, positions, their affiliation institutions and countries may be included in the delegate packs and on lists of delegates.

4. Visa requirements

- 4.1. Prior to qualify for a Letter of Invitation, the delegate must meet two criteria: be a registered participant and the conference registration fee should be paid. Under no circumstances the organiser will issue a Letter of Invitation to any interested party who has not met the two criteria listed above.
- 4.2. If you need visa for entering Hungary, please send the copy of your passport via e-mail. Based on it an official Invitation Letter will be issued that you will need to present at the Hungarian Embassy closest to you while applying for visa. Please note that visa application procedure might take long, therefore we kindly suggest you to start this procedure well before the event. If you are facing difficulties, please contact us urgently!
- 4.3. Please also note that you should pay for all courier and mailing costs from us to you in relation to your visa application.
- 4.4. Please be informed that you are responsible for all your health costs while you are in Hungary.
- 4.5. If your visa application is subsequently refused after you have paid the registration fee, it will be fully refunded.

Should you require clarification on any aspect of the Training Course or these Terms and Conditions please contact BACEE using the details below:

Banking Association for Central and Eastern Europe (BACEE)
Mr. Istvan Lengyel, Secretary General
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Telephone: +361 356 8581 or +361 212 62 10, Fax: +361 212 0313,
E-mail: istvan.lengyel@bacee.hu or bacee@bacee.hu
