

IDCS 2015 Registration Form

Please email form and any (scanned) supporting documents to idcs2015@reading.ac.uk

or FAX: +44 118 975 1994; To: Dr. G. Di Fatta; N. of pages: ____

This form is for use by delegates paying by Bank Transfer or cheque/check only. For credit card payment please use the online form.

'Conference Registration' for IDCS 2015 covers the following: admittance to all conference sessions; conference pack (including the conference proceedings); tea/coffee breaks; excursion and conference banquet (on the 2nd conference day, 03/09/2015). 'Accommodation Booking' includes overnight accommodation and all meals. Day delegate registration also includes lunch on the conference days.

PLEASE USE CAPITAL LETTERS OR (PREFERRABLY) TYPE

DATE:	
Surname:	
First name:	
Title:	
Affiliation/Company:	
Address:	
City	
Postcode/ZIP	
Country	
Email:	
Telephone (incl. country code):	

CONFERENCE REGISTRATION

Please notice that authors presenting a paper must select a full registration.

	To June 26	June 26 – Aug. 20	After Aug. 20 ^{##}	Nr.	Total (£)
Full - Academic Staff	£400	£450	N/A		
Full - Student*	£350	£400	N/A		
Day delegate – Academic Staff or Student	£150	£200	N/A		
1 extra page (max 2)	£75	N/A	N/A		
Additional paper	£150	N/A	N/A		
Additional Excursion ticket <i>provide name of guest: _____</i>	£40	£50	N/A		
Additional Banquet ticket <i>provide name of guest: _____</i>	£60	£75	N/A		
*Proof of Student Status Required					
##Registration by Bank Transfer or Cheque is not available after August 20.					

ACCOMODATION BOOKING

	Date (dd/mm/yyyy)	Expected Time (hh:mm) (*)
Arrival		
Departure		
(*) if not available yet, please provide this information later by email.		
Nr. of days:		

date	notes	meals and accommodation	select (y/n)
01/09/2015	arrival	dinner	
		overnight accommodation	
02/09/2015	1 st conference day	breakfast	
		lunch	
		dinner	
		overnight accommodation	
03/09/2015	2 nd conference day	breakfast	
		lunch	
		excursion	
		dinner (banquet)	
		overnight accommodation	
04/09/2015	3 rd conference day and departure	breakfast	
		lunch	

Full board occupancy (per day, per person)	To June 26	After June 26 ^{##}	Nr. of days	Total (£)
Single Occupancy – Academic staff	£165	N/A		
Shared Occupancy – Academic staff	£82.50	N/A		
Single Occupancy – Student*	£155.50	N/A		
Shared Occupancy – Student*	£77.75	N/A		
<i>*Proof of Student Status Required</i>				
<i>^{##}Accommodation booking is not available after June 26. Please make an enquiry by email to ids2015@reading.ac.uk for availability after this date.</i>				

Dietary Requirements. Please state any particular dietary need (e.g. gluten/nut/dairy allergies, vegan, hallal etc) in the box below. Most dietary requirements will be accommodated by adapting the standard or vegetarian menu to suit.

Disability/Mobility Requirements. Please state any specials requirements that you may require, particularly with regard to mobility and access and whether you will require parking.

TOTAL PAYABLE

	<i>Total here →</i>	(GBP) £
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Payment by Bank Transfer or Cheque/Check**Bank transfers:**

- Bank Name: Barclays
- Bank Address: 90 - 93 Broad Street, Reading, Berkshire, RG1 2AP, UK
- Account Name: University of Reading Receipts Account
- Account Number: 10468509
- Sort Code: 20-71-03
- IBAN (International Bank Account Number): GB68BARC20710310468509
- BIC (Bank Identifier Code): BARCGB22

- | |
|---|
| ▪ IMPORTANT: Please reference: "K3504100 - Your Surname" e.g. "K3504100 – Smith" |
|---|

[Please obtain a receipt of transfer/proof of transfer from your bank and include a copy with this form.](#)

Cheques should be made payable to: "The University of Reading". The completed form and cheque should be mailed first class to Dr. Giuseppe Di Fatta, IDCS 2015, School of Systems Engineering, University of Reading, Whiteknights, Reading, RG6 6AY, UK. A scan of the form and of the cheque can also be sent by email to <idcs2015@reading.ac.uk> with subject "IDCS 2015 Registration".

Date _____

Signature: _____

IDCS 2015 – Registration and Accommodation Rates

Registration Rates – All fees payable in GB Pounds (GBP £)

Conference Fee	ADVANCE (until June 19)	STANDARD (June 20 – August 20)
Full Delegate	GBP £400	GBP £450
Student Delegate	GBP £350	GBP £400
Day Delegate	GBP £150	GBP £200
Each extra page (max 2)	GBP £75	N/A
Additional Paper	GBP £180	N/A
Additional Excursion Ticket	GBP £40	GBP £50
Additional Banquet Ticket	GBP £60	GBP £75

Accommodation Rates – All fees payable in GB Pounds (GBP £)

Full Board Accommodation (per day, per person)	ADVANCE (until June 19)	STANDARD (June 20 – August 20)
Single Occupancy – Academic staff	GBP £165	N/A
Shared Occupancy – Academic staff	GBP £82.50	N/A
Single Occupancy – Student	GBP £155.50	N/A
Shared Occupancy – Student	GBP £77.75	N/A

Registration, Payment and Cancellation Policies

Registration

- For each accepted paper to be included in the conference proceedings, at least one author must register by June 26, 2015 (otherwise, the paper will NOT be published).
- A student rate attendee must provide a copy of his/her student ID or a letter from the related Department Head/Chair or PhD supervisor stating that the attendee is a full time student

Payments

- Payments up to July 30 may be made by either Credit Card or by Bank Transfer. Credit Card payment is preferred. For Bank Transfer, the (scanned) proof of transfer must be submitted email (or fax) with the registration form.
- Payments after July 30 will be accepted by Credit Card only.

Refund Policy:

- There will be no refunds to the authors after their paper is included in the Proceedings.
- Paid registrants (non-authors) who cannot attend are entitled to a refund of 50% of the registration fee and accommodation cost if a request is received in writing on or before August 01, 2015. There will be no refunds after that date.