

COMPLETE REGISTRATION INSTRUCTIONS

1. Follow the registration link at:
<http://convegna.cieffeerre.it/login.aspx?codConv=W-ICATA-GRAS-31-18>
2. Click on “sign in” to ask for the access password and fill in the fields requested
3. Check your e-mail to get the password
4. Use your ID (your e-mail) and PASSWORD to access the registration pages (the same as you followed to ask for the credentials)
5. Follow the link “personal and fiscal data”, on the left fill out the fields with your personal data, on the right fill out the fields for the invoice header and shipping Tick the box which apply to the type of invoicing and the one for the privacy policy
6. Follow the link “accepted method of payment and select the preferred one
7. Follow the link “summary and confirmation” check carefully the typed data
N.B. in case of BANK TRANSFER you must upload the bank receipt (jpg o pdf)
In case of CREDIT CARD payment you will be redirected to the Security Site for Payment Once concluded the transaction on the secure site for payments please return to the portal and CONFIRM your registration as follow
8. To confirm your completed registration please remember to click on the statement “[Please confirm your participation at the event](#)”. You will receive an e-mail attesting the successfully conclusion of the registration process.

You will receive the OFFICIAL REGISTRATION CONFIRMATION along with the related INVOICE only after the bank will communicate to the Secretariat that the amount paid has been accredited.

The registration to the conference will only be valid when full payment will be received by the Secretariat.

The confirmation will be sent exclusively by e-mail, together with the related invoice.

Payment methods

The payment of registration fees must be in Euros only and can be done by BANK TRANSFER or by CREDIT CARD.

BANK TRANSFER: Payment by bank transfer must be certified during the registration process with the upload of the bank receipt.

Account Holder: CONSORZIO FUTURO IN RICERCA

Bank Name: Unicredit Private Banking – Ferrara, Italy

Account Number: 1326114

IBAN: IT 87 W 02008 13009 000001326114

SWIFT/BIC: UNCRITM1Y73

Payment REASON: ICATA 2019 - NAME SURNAME of the participant

Bank charges are the responsibility of the participant and should be paid at source in addition to the registration.

CREDIT CARD: Payment by credit card may be carried out directly at the end of the registration process. Once concluded the transaction on the secure site for payments, please remind to CONFIRM the participation on the registration form.