**REGISTRATION FORM**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| **PERSONAL DATA** | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  |
| Name: | |  | | | | | | | | | | | | | | | | | | | | Title: | |  | | | | |  |
| Institution: | | |  | | | | | | | | | | | | | | | | | | | | | | | | | |  |
| Address: | | |  | | | | | | | | | | | | | | | | | | | | | | | | | |  |
| City/Country: | | | |  | | | | | | | | | | | | | | | | | | | | | | | | |  |
| Teleph/Fax: | | | |  | | | | | | | | | E-mail: | | | |  | | | | | | | | | | | |  |
| Accompanying person(s): | | | | | | |  | | | | | | | | | | | | | | | | | | | | | |  |
| Invoice (name, address) | | | | | | |  | | | | | | | | | | | | | | | | | | | | | |  |
| VAT number: | | | | | | |  | | | | | | | | | | | | | | | | | | | | | |  |
| Your identification badge: Name: | | | | | | | | | Affiliation: Country: | | | | | | | | | | | | | | | | | | | |  |
| Presenting Author | | | | |  | Yes | | **Abstract ID:** | | | |  | | | Invitation letter for visa application | | | | | | | |  | | | Yes | | |  |
| **REGISTRATION FEE – PAYMENT** | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  |
|  | | | | | | | | | | | | | | | | Before 4 January 2016 | | | | | After 4 January 2016 | | | | | | | |  |
| SPM, Ordem Engenheiros or ESIS member | | | | | | | | | | Member Nº |  | | |  | | | | | 350 EUR |  | | | | | 400 EUR | | | |  |
| Full | | | | | | | | | | | | | |  | | | | | 400 EUR |  | | | | | 450 EUR | | | |  |
| Student (\*) | | | | | | | | | | | | | |  | | | | | 150 EUR |  | | | | | 200 EUR | | | |  |
| Accompanying person (\*\*) | | | | | | | | | | | | | |  | | | | | 100 EUR |  | | | | | 150 EUR | | | |  |
| **TOTAL AMOUNT** | | | | | | | | | | | | | | | | | | **\_\_\_\_\_** | | | | | | | | | **EUR** | |  |
| The registration fee includes: Conference program (\*\*), Coffee breaks (\*\*), daily lunch (two days; \*\*), Congress dinner (excluding \*), Welcome Reception, Participation certificate (\*\*). | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  |
| **PAYMENT METHOD** | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  |
|  | Credit card | | | | Please go to [**https://www.idmec.ist.utl.pt/payment**](https://www.idmec.ist.utl.pt/payment) | | | | | | | | | | | | | | | | | | | | | | | |  |
|  | Bank Transfer  Account holder: IDMEC – Instituto de Engenharia Mecânica  Bank: BPI, Instituto Superior Tecnico Branch (Av. Rovisco Pais, 1, 1049-001 Lisboa)  NIB: 0010 0000 33867060101 59  Bank Code Number: BBPIPTPL  Account Number: 2-3386706.001.001  IBAN: PT50 0010 0000 3386 7060 1015 9  **Currency exchange charges and bank collection fees are the responsibility of the sender**.  Please indicate clearly your name and “**PCF2016**” on the bank documents. | | | | | | | | | | | | | | | | | | | | | | | | | | |  |  |

**Cancellation policy:** Registration fee will be refunded with a cancellation fee of 50 EUR if a request is received in writing one month before the conference (January 10). After this date NO refund will be made. There will be no refund to authors of abstracts/papers associated with scheduled presentations.

A letter confirming the receipt of this form and the payment will be sent by e-mail.

Date:\_\_\_\_\_\_\_\_\_\_\_

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| **Please send the completed form by e-mail to:** [**pcf2016@dem.ist.utl.pt**](mailto:pcf2016@dem.ist.utl.pt) |