

REGISTRATION

For information about Registrations please contact:



OIC srl
Viale G. Matteotti, 7 – 50121 Florence, Italy
Tel. +39 055 50.35.370
registrationsiica@oic.it

HOW TO REGISTER

Please note that this is the official SIICA Congress website for registrations and that no other websites, companies or agencies are authorised to sell the registrations/ hotel booking in any way or to contact you directly.

Advance registrations are preferred in order to facilitate planning of the Congress's scientific sessions and social events.

Off-line registrations and requests of pro-forma/ invoices sent by fax or mail are subject to an **additional € 19,00 for administration expenses.**

Registration

Pre-registration will be accepted **until 12 May 2023.** **After this date only on-site registrations will be possible.**

INDIVIDUAL REGISTRATIONS:

Participants may proceed through our on-line tool:

[REGISTER HERE](#)

Nota per la fatturazione alle pubbliche amministrazioni italiane

Le iscrizioni per i dipendenti delle Pubbliche Amministrazioni dovranno essere corredate di ordine di acquisto in forma elettronica da parte degli enti del Servizio sanitario nazionale, ai sensi dell'art.1, comma 414, della legge 27dicembre 2017, n. 205 da inviare ai seguenti indirizzi e-mail registrationsiica@oic.it; oic@pec.oic.it oppure tramite ordine elettronico NSO

con i seguenti codici:

CODICE NSO	NSO0:59AL6KSE
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Per poter ricevere fattura intestata ad un ente pubblico ed emessa con scissione di pagamento oppure in esenzione IVA ai sensi dell'art. 10 del DPR 633/72 come modificato dall'art. 14, comma 10 della legge 24 dicembre 1993 n. 537, dovrà essere inviato ORDINE DI ACQUISTO, come sopra indicato, contenente tutti i dati fiscali dell'Ente, **oltre al codice univoco PA** in cui si specifichi che il dipendente (indicare nome e cognome) per cui viene richiesta l'iscrizione è autorizzato a frequentare l'evento per aggiornamento professionale; oltre ad ogni altra eventuale informazione che l'Ente stesso ritenga necessaria ed opportuna per facilitare l'identificazione del pagamento del servizio come da norma della fatturazione elettronica.

IN MANCANZA DELLA DOCUMENTAZIONE RICHIESTA E SOPRA DESCRITTA NON POTRANNO ESSERE EMESSE FATTURE INTESTATE AD ENTI PUBBLICI; in questo caso il pagamento dovrà essere inclusivo di IVA e la fattura verrà intestata al partecipante. Non verranno accettate richieste di modifica delle fatture già emesse o di rimborso dell'IVA versata dopo il termine del congresso.

GROUP REGISTRATIONS:

Please ask for a group account by contacting OIC to registrationsiica@oic.it

REGISTRATION FEES	EARLY REGISTRATION BY 16 MARCH 2023	REGULAR REGISTRATION FROM 17 MARCH TO 8 MAY 2023	LATE REGISTRATION AFTER 8 MAY 2023
Senior Member SIICA *	€ 130,00	€ 170,00	€ 210,00
Junior Member SIICA _ Under 35 **	€ 70,00	€ 90,00	€ 110,00
Non Member SIICA	€ 250,00	€ 290,00	€ 330,00
Non Member SIICA _ Under 35 ***	€ 130,00	€ 150,00	€ 170,00

Registration fees are in Euro (VAT 22% included).

Registration fees will be adjusted according to VAT charge alignment.

* The reduced fee will be applied only to members with regular membership payments.

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line platform directly (pdf format is required) during the registration process

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Registration is mandatory for participation in the scientific sessions and for oral or poster presenters.

Congress registration fee includes:

- Access to all scientific sessions
- Access to the exhibition area
- Coffee breaks
- Congress kit and name badge
- Certificate of attendance
- Abstracts (digital)

Terms of payment and invoice issuing

Payment by Credit card: The following credit cards are accepted: American Express, VISA, MasterCard

We would like to inform you that as of September 14, 2019, the SCA (STRONG CUSTOMER AUTHENTICATION) came into effect, in accordance with the provisions of the European Directive on payment services (PSD2).

As an OIC Group customer, your payments will become even more secure.

To get more information about this, please visit our dedicated page available [here](#)

Payment by bank transfer are accepted up to the late fee deadline of **May 8th, 2023**

Cash payment in Euros will be accepted on-site in Verona.

Credit cards	The following credit cards are accepted	American Express, VISA, MasterCard
Bank transfer	Account name Bank name Bank Address IBAN SWIFT code	OIC srl Intesa Sanpaolo SpA Viale Matteotti 20r, 50132 Florence, Italy IT85 V030 6902 9010 0000 0010 628 BCITITMM
Charges	Bank transfers must not involve charges for the recipient	
Important information	Please indicate your name and surname and MBE2020 as reference on your payment so that we can identify you for confirmation	

Invoices:

Invoices with an address in the European Union should be provided with a VAT Number. The invoicing address and VAT number can only be set up during the registration process. Should you have any special requests for the processing of your invoice, kindly let us know when submitting your application.

Any modification on VAT number or billing address, requested after the issuing of the invoice **incurs a € 30,00 administration charge**

Cancellations and refunds

- Any change or cancellation requests must be officially submitted in writing to OIC to: registrationsiica@oic.it
- Name changes **incur a handling fee of € 50,00 per registration.**
- For cancellations received by **22 March 2023** the paid amount will be refunded with a deduction of 30% that will be invoiced as penalty
- For cancellations received by **22 April 2023** the paid amount will be refunded with a deduction of 70% that will be invoiced as penalty
- No refund will be processed for cancellations received after **23 April 2023**
- Should a delegate not attend the conference, for whatever reasons, no further claims for reimbursement can be made. No refunds shall be offered, where a service is deemed to have begun and is, for all intents and purposes, underway.
- All delegates are urged to take personal travel insurance.

Liability disclaimer

In the event of serious special or unforeseen circumstances or serious circumstances beyond its control, OIC shall be entitled to cancel or modify the dates of the event. You shall not be entitled to compensation for any costs or damages incurred as a consequence of such a cancellation or change.

All delegates are urged to take personal travel insurance.

OIC will not be liable for any theft or damage to property and/or persons caused on site during the Congress, by any factor whatever, unless there has been a fault, intent or deliberate recklessness on the part of OIC.

OIC shall not be held responsible in the event of poisoning or food intoxication during the Event.