ESMO Asia Congress 2023: Group Voucher Code Registration

**How it works**

1. Contact [groups@esmo.org](mailto:groups@esmo.org) to request group registration using a voucher code, confirming the total number of individuals to be registered
2. ESMO sends the code and instructions to the group leader on how delegates can use the voucher to register
3. Group leaders send the invitations directly to delegates, including the voucher code and instructions on how to register themselves individually
4. Delegates login to their existing ESMO account or create an account if they do not already have one. Individuals validate their own personal details and login credentials (i.e. ESMO username, place of work, prescriber status and designation)
5. Delegates follow the normal registration procedure, registering themselves individually using the voucher code when prompted
6. Registration confirmations and relative information on how to access the congress will be sent directly to the delegates by mid-November
7. Group leaders can request at any time a report of voucher use

**Fees and deadlines to purchase vouchers**

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| --- | --- | --- | --- |
| **Registration fees** (Net amounts, SGD) | **Early registration fee** *until 6 September 2023* | **Late registration fee** *until 2 November 2023* | **Full registration fee** *from 3 November 2023* |
| Voucher ticket | SGD 503.00 | SGD 734.00 | SGD 1,108.50 |

**What to consider**

* Voucher registration is GDPR compliant
* Name changes are not possible
* No closure of group registration using the voucher code. Vouchers can be ordered after the standard group registration closure for the online registration
* Group badges pick up not possible

**Payment**

Payment can be processed by credit card or bank transfer. Payment from € 50.000 by bank transfer only, otherwise if you still want to pay by credit card, please contact [groups@esmo.org](mailto:groups@esmo.org) for the invoice and a surcharge of 4% will be applied

**Cancellations**

Unclaimed vouchers are not refundable.

**Form** (top of the page on the right)

Please click here to download the form. Please fill in and send it back to [groups@esmo.org](mailto:groups@esmo.org).