

**REGISTRATION POLICY AND EMAIL REGISTRATION FORM**

**International Conference on Arts and Technology**

**ArtsIT 2009**

1. For each accepted paper, at least one author must register at a full technical sessions, non-student rate, even if all authors are students. Completed registration is required for all accepted papers and/or presentations that are to be included in the official conference proceedings. One registration covers two papers of those authors who have multiple accepted papers. Papers up to 10 pages are accepted.
2. Conference participants can register through multiple channels:
  - (A) On-line: Registrations are administered through a secure online merchant site. For online registrations, please visit the official conference website at [www.artsit.org](http://www.artsit.org)
  - (B) Email: Registrations are administered through emails. For email registrations, please complete and send this Registration Policy and Email Registration Form to [registration@icst.org](mailto:registration@icst.org).
  - (C) Wire transfer: Registrations are administered through wire transfers. For wire transfer registrations, please send your request to [registration@icst.org](mailto:registration@icst.org).
3. The currency for the registration transactions for ArtsIT 2009 will be US Dollar (USD).
4. Paid registrations can be cancelled till August 24<sup>th</sup> 2009 with a 30 USD service charge for processing a refund. Requests for cancellations and refunds should be sent to [registration@icst.org](mailto:registration@icst.org). Refunds will be processed in the same manner as the original payments. Cancellation and refund requests received after August 24<sup>th</sup> 2009 will not be accommodated.
5. Payment receipts will be included in the conference bags; certificates of attendance are issued on personal requests.
6. Only participants registering before August 24<sup>th</sup>, 2009 are eligible to register for Early Registration Fees.
7. ICST Members are eligible to register at Member Registration Fees. Participants can join ICST's complimentary "Partnership for Excellence" and "Science Rewards Program" through Sci-SPACE, the Society's social networking platform available at <http://www.sci-space.org/>.  
  
Members of technically sponsoring societies and associations CREATE-NET, are eligible to register at Member Registration Fees. Members of these organizations should send documentation verifying their membership status to [registrationverification@icst.org](mailto:registrationverification@icst.org).
8. Upon the indication of their academic affiliation and student ID number, full time students are eligible to register at Student Registration Fees.
9. Registration fees for technical sessions include:
  - (A) Participation in all technical sessions of the conference program;
  - (B) All meals during the course of the conference (lunch, coffee breaks);
  - (C) A ticket to the official Gala Dinner of the conference;
  - (D) Conference bag and conference accessories;
  - (E) Conference documents and official conference proceedings CD.

10. Student Registration fees for technical sessions include:

- (A) Participation in all technical sessions of the conference program;
- (B) All meals during the course of technical sessions (lunch, coffee breaks);
- (C) Conference bag and conference accessories;
- (D) Conference documents and official conference proceedings CD.

ICST Membership Status
<p><input type="checkbox"/> Check this box, if you are an ICST Member and provide your ICST Membership ID: _____ (Your Membership ID is displayed in the 'My Profile' section of Sci-SPACE)</p> <p>ICST Members are eligible to receive substantial discounts and register at Member Registration Rates.</p> <p>If you are not yet an ICST Member, please sign up through Sci-SPACE available at <a href="http://www.sci-space.org">http://www.sci-space.org</a>. Membership through ICST's 'Partnership for Excellence Program' and 'Science Rewards Program' is complementary; it provides benefits and discounts at alternative ICST events and publication services and allows authors to earn royalties based on the registered downloads of their scientific articles through ICST Publications.</p>

Contact Information
<p>Prefix (Prof/Dr/Mr/Mrs/Ms/Mr): _____</p> <p>First name: _____</p> <p>Last name: _____</p> <p>Affiliation: _____</p> <p>Position: _____</p> <p>Address of affiliation: _____</p> <p>Email: _____</p> <p>Phone: _____</p> <p>Fax: _____</p>

Credit Card Information
<p>Credit card billing address (country, city, zip code, street, number, building, apartment etc.): _____</p> <p>Personal phone: _____</p> <p>Personal email: _____</p> <p>Name on credit card: _____</p> <p>Credit card number: _____</p> <p>Credit card expiration date: _____</p> <p>3 digit security code from back of credit card: _____</p>

Members of Technical Sponsors

- Check this box, if you are a member of any of the technically sponsoring organizations CREATE-NET. Please send a scanned version of the appropriate documentation verifying your membership status at these organizations to [registartionverification@icst.org](mailto:registartionverification@icst.org). **Your membership status will be verified.**

To be eligible for the same level of registration discounts, you can also sign up for ICST's complimentary 'Partnership for Excellence Program' and 'Science Rewards Program' through Sci-SPACE available at <http://www.sci-space.org>.

#### Authors

- Check this box, if you are presenting a paper. Please enter the title of your paper: \_\_\_\_\_  
\_\_\_\_\_

#### Full Time Students

- Check this box, if you are a full time student. Please, provide information on the name and location of your academic affiliation and your student ID number: \_\_\_\_\_  
\_\_\_\_\_

If you are a registering at the student rate and are also an author, please indicate which of your co-authors will be registering at the full rate: \_\_\_\_\_

#### VISA for International Participants

- Check this box, if you require an official Invitation Letter for visa application purposes.

#### Special Dietary Requirements

- Check this box, if you are a vegetarian or require special dietary arrangements. Please, provide information on your special dietary needs: \_\_\_\_\_  
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Registration Categories	Early ( before 24 <sup>th</sup> August )			Late ( after 24 <sup>th</sup> August )		
	Member	Non-Member	Student	Member	Non-Member	Student
ArtsIT Full Technical Session	USD 540	USD 649	USD 219	USD 619	USD 739	USD 239
<b>Other options</b>					<b>Rate</b>	<b>Number</b>
Gala Dinner, number of additional tickets (Registration for technical sessions includes one ticket)					45 USD	
Over length Page Charges (per additional page, up to 2 additional ages)					130 USD	
Conference Proceedings, number of additional copies: (Registration for technical sessions and workshops include one CD)					32 USD	
<b>TOTAL</b>						
<b>Please list and add all registration items you want to pay for:</b>						
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