



Course Title and Date: .....

The following contact details are required for your invoice/payment receipt and your course certificate: **please print CLEARLY**

Mr.  Ms.

FIRST NAME(s)

LAST NAME

YOUR TITLE (*Dr. / Prof. etc.*)

Email Address (Required): .....

Invoice Address (Full name & address of person/organization making payment): .....

Invoice Address Continued: .....

VAT-ID-Number: .....

Phone: ..... Fax: ..... Mobile Phone: .....

**Please choose:**

**Early Registration Payment** (receive a 100 EUR discount when payment is made prior to the early registration deadline listed on the course website page)

**Regular Registration Payment** (remaining payment will be required / deducted 12 weeks (84 days) prior to the course start date)

**Payment by Credit Card** (MasterCard / Visa)

Card Number

Expiry Date

\*)Control Number

\*)last three numbers on the back of the card next to the signature

Credit Card Holder's Name and Signature: .....

**Payment by Bank Transfer:** (Please do not make payment until we confirm your participation in the course!)

Account Holder: **ESAVS**  
Bank Name: **BIL (Banque Internationale à Luxembourg)**  
Bank Address: **69, route d'Esch, L-2953 Luxembourg**  
BIC/SWIFT: **BILLLULL** IBAN: **LU21 0021 7101 3189 6800**

**Please make sure that any additional bank charges are included in the payment and not charged to the ESAVS and that the invoice and reference number is written on the transaction.**

**Terms & Conditions Extract – For full Terms & Conditions please visit our website at: <http://www.esavs.eu/terms-and-conditions/>**

**Payment of Fees:** All fees must be paid in full in advance, according to the deadlines provided on the ESAVS website. The ESAVS reserves the right to decline a registration without further explanation. To reserve a place in the course a deposit or partial payment is required within 10 working days after the booking order has been made and confirmed by the ESAVS via e-mail. If payment is not received by the ESAVS within the defined time frame, a reservation will be automatically cancelled without further notice. The remaining balance of the tuition fee is due prior to the course start date, 12 weeks (84 days) at the latest. The reservation and the deposit will be lost if the full amount has not been paid within the stated period. If you have not received any confirmation from the ESAVS via e-mail regarding your booking or registration, please contact our office: [info@esavs.eu](mailto:info@esavs.eu) as non-confirmed bookings or registrations are invalid.

**Cancellations:** Any participant wishing to cancel their booking must notify the ESAVS in writing. In the event of a cancellation received less than 8 weeks (56 days) prior to the course start date, a no-show situation or a cancellation during the course, no refunds will be granted. In the event of a cancellation received between 12 to 8 weeks (84-56 days) prior to the course, the ESAVS reserves the right to retain 50% of the payment received. Cancellations made more than 12 weeks (more than 84 days) before the course start date will receive a full refund minus €300 administrative costs. Fees cannot be transferred to another course or refunded for either cash or goods, unless a separate agreement with the ESAVS office has been made. This may incur an administrative charge (€300). Tuition fees will be fully reimbursed if a course is cancelled by the ESAVS. No further claim can be raised thereafter. **Other:** The ESAVS does not provide individual insurance for participants. Participants of the ESAVS courses are required to hold a valid health insurance or any other travel insurance policy. Furthermore, participants enrolled for the ESAVS Certificate and/or Master programs should have a valid social security number or similar document in their country of employment. All ESAVS course dates, locations and structure are subject to change up to 6 weeks prior to the courses starting. The ESAVS does not accept responsibility for monetary loss paid by participants to other organisations.

**Copyright:** All material the ESAVS offers for its courses (including course notes, distance learning material etc. prepared by the course masters) is, unless otherwise stated, the property of the European School for Advanced Veterinary Studies and the respective course masters.

**By submitting registration or booking forms to the ESAVS, contacting ESAVS via e-mail, post, phone or social media you accept the ESAVS Terms and Conditions (<http://www.esavs.eu/terms-and-conditions/>) and agree to our Privacy Policy (<http://www.esavs.eu/privacy-policy/>).**

The ESAVS reserves the right at all times to change, amend, add or remove any of the terms without prior notice. These Terms and Conditions apply to all clients and cooperation partners.

Dietary Requirements:  Vegetarian  Non-Vegetarian  Other: .....

Where did your interest in the ESAVS courses originate from?

- ESAVS Website  Colleague Recommended  
 Mailing from ESAVS / Brochure  Information at Congress  
 Other Internet Pages  Advertisement in Newspapers / Vet Journals

Date / Location

Signature

Please return this registration form to the ESAVS Office Germany (Fax: +49 6782 8693028, Email: [info@esavs.eu](mailto:info@esavs.eu))