



## ME Congress 2022 Amsterdam Registration - Terms and Conditions -

### Online Registration

Registration is available at <https://me-congress-ams-2022.eventzilla.net/>. Please read the information below carefully before submitting your registration.

### Fee Schedule

Fee Categories	Regular	Eastern Europe	Special conditions
Standard	300 €	200 €	
ME Member Discount	- 20 €		one per individual member
	- 40 €		one per institutional member

Reduced rates are subject to confirmation when checking in at the congress.

The **Eastern Europe discount** applies to the following countries only: Albania, Bosnia and Herzegovina, Bulgaria, Croatia, Czech Republic, Estonia, Hungary, Kosovo and Macedonia, Latvia, Lithuania, Moldova, Montenegro, Poland, Romania, Serbia, Slovakia, Slovenia, Ukraine.

ME members receive the above-stated **Membership Discount**. We sent our members a discount code and their membership number by e-mail on 18.05.2022, to use when registering. If you consider yourself a member but did not receive this e-mail,

- we may not have your current e-mail address;
- you may have outstanding membership fees;
- we may have terminated your membership when you did not respond to fee payment reminders.

To clarify the situation, please contact the ME Office: [office@montessori-europe.net](mailto:office@montessori-europe.net).

For the ME Member Discount to apply, membership fees up to the Membership Year 2022/23 need to be paid up by the time of the congress.

You can sign-up for ME membership on our website in parallel to registering for the congress: <https://www.montessori-europe.net/register/>.

## **Payment**

After you register online, we will send you an e-mail (“Your Order is Pending”), including instructions for payment by bank transfer or PayPal.

When we receive payment, we will send you an Order Confirmation by e-mail along with your eTicket(s).

The Order Confirmation is your purchase receipt. We do not issue separate invoices.

**For international bank transfers:** We require you to all to pay all transfer charges, including correspondent (intermediary) bank charges. If it is not a SEPA transaction, please select the “OUR” option on the international wire transfer (SWIFT) instruction form. The only exception is EU payments in EUR which can be made with share (SHA) instruction. We will ask you to pay any open charges at the congress.

## **Deadline for Registration**

Attendance is limited by the capacity of the congress location (120 attendees) – please register by September 30, 2022 at the latest.

## **Visits to Schools and Montessori’s Study**

School visits will be offered on the Friday morning, as well as visits to Montessori’s Study at the AMI headquarters. You can declare your interest for these visits during registration for the congress.

## **Photography**

By attending the congress, you grant ME permission to use photographs from the congress for marketing purposes of ME.

## **Cancellation**

We do not refund congress fees, however you can transfer your attendance ticket to someone else in the same registration fee category. Please inform us of this, so we can adjust the name badge and attendee list.

**In case of the congress being cancelled due to circumstances beyond our control, we ask for your understanding that there is no entitlement to reimbursement of the congress fee.**