



# ME Annual Congress Gdansk 2023

## Terms and Conditions

### Online Registration

Registration is available online only. Please read the following information carefully before submitting your registration.

### Fees

Fee Category	Regular	Eastern European
Standard Booking from 1 July	€390	€345
ME Member discount Booking from 1 June	€20	

- Prices are in Euros (€) and inclusive of 23% local VAT
- Please note that, in order to comply with VAT regulation, we can only take bookings from individuals.
- All ME Members have received a discount code by email, which must be entered during the registration process **after** selecting the 'regular fee' option.

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

The Eastern Europe discount applies to the following countries only:

Albania	Lithuania
Bosnia and Herzegovina	Moldova
Bulgaria	Montenegro
Croatia	Poland
Czech Republic	Romania
Estonia	Serbia
Hungary	Slovakia
Kosovo and Macedonia	Slovenia
Latvia	Ukraine

Montessori Europe Members receive a €20 registration discount. All members will be sent a unique discount code along with their membership number on 30 May 2023 to use when registering. If you consider yourself a member but did not receive the email:

- Please check your spam
- We may not have your current email 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), bearing in mind that we are receiving a high volume of emails at the moment and processing time may be a little longer than usual.

For the ME Member discount to apply, membership fees up to the Membership Year 2023/24 must be paid by the time of the Congress.

You can sign up for membership on our website: <https://www.montessori-europe.net/register/>

## **Payment**

Following online registration, you will receive an order confirmation via email along with your e-ticket.

The order confirmation is your purchase receipt. We do not issue separate invoices.

Please note that we accept payment via PayPal only. You do not need to have a PayPal account to do so. Do not log in to PayPal and click the button choosing to pay by credit or debit card instead.

We reserve the right to cancel your registration if you have registered using an incorrect code. You will be notified and invited to re-register.

## **Research Day**

Participation in and attendance at the Research Day requires full registration for the Congress.

## **Deadline for Registration**

All registrations must be received by 15 September in order to be processed in time for the Congress.

## **School Visits and Workshops**

Please indicate your interest in these when you register or you may not be assured of a space.

## **Photography**

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

## **ancellation**

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 fees.