

# REGISTRATION FORM

Global PSMF| Virtual Live Training Course | # 25554  
3 April 2025 | 09:00-13:00 CEST

# DIA LEARNING

## REGISTRATION FEES

Registration fee includes full admission to virtual course, electronic access to training course materials. **Please note that the full amount must be received by DIA by commencement of the course to get the electronic access to the material.** Please check:

FEES	MEMBER EARLY-BIRD valid until 6 Feb 2025	MEMBER valid from 7 Feb 2025	NON-MEMBER
INDUSTRY/ REPRESENTATIVE	€ 450.00 <input type="checkbox"/>	€ 500.00 <input type="checkbox"/>	€ 760.00 <input type="checkbox"/>
ACADEMIA/CHARITABLE/GOVERNMENT/NON-PROFIT (FULL-TIME)	NA	€ 250.00 <input type="checkbox"/>	€ 510.00 <input type="checkbox"/>

A special discount is available for organisations which are listed in the [EMA SME register](#). Number of discounted seats are limited.

All registration fees are subject to VAT if applicable.

Please enter your company's VAT number: \_\_\_\_\_

If DIA cannot verify your membership upon receipt of registration form, you will be charged the non-member fee.

**Payment is due 30 days after registration and must be paid in full by commencement of the course.**

### DIA MEMBERSHIP

All nonmember fees include a one year DIA membership, at no additional cost. Explore membership benefits at [DIAglobal.org/Membership](#).

DIA membership will renew automatically at the end of the complimentary membership term, at the then current membership rates. You may cancel automatic membership renewal at any time by accessing your account online at [DIAglobal.org](#). If you would like to decline complimentary membership, please indicate your preference below.

I would like to decline a one year complimentary DIA membership.

The DIA Contact Centre Team will be pleased to assist you with your registration from Monday to Friday between 09:00 and 17:00 CE(S)T. **Tel.** :+41 61 225 51 51

**Email:** [Basel@DIAglobal.org](mailto:Basel@DIAglobal.org) **Mail:** DIA, KÜchengasse 16, 4051 Basel, Switzerland

**Web:** [www.DIAglobal.org](http://www.DIAglobal.org)

## ATTENDEE DETAILS

Please complete in block capital letters or attach the attendee's business card here.

Prof  Dr  Ms  Mr

Last Name

First Name

Job Title

Company

Address

Postal Code

City

Country

Telephone Number

Attendee email required for course material access

## TERMS AND CONDITIONS

### Cancellation Policy

All cancellations must be made in writing and be received at the DIA office four weeks prior to the event start date. Cancellations are subject to an administrative fee:

- Industry (Member/Non-member) € 200.00
- Academia/Charitable/Government/Non-profit (Full-time) (Member/Non-member) € 100.00

If you do not cancel four weeks prior to the event start date and do not attend, you will be responsible for the full registration fee.

**DIA reserves the right to alter the venue and dates if necessary. If an event is cancelled or postponed, DIA is not responsible for airfare, hotel or other costs incurred by registered attendees. Registered attendees are responsible for cancelling their own hotel and travel reservations.**

### Transfer Policy

You may transfer your registration to a colleague prior to the start of the event but membership is not transferable. Substitute attendees will be responsible for the non-member fee, if applicable. Please notify the DIA office of any such substitutions as soon as possible.

### Event Stream and Recording

If you attend a DIA event, we make video and audio recordings of events (both face-to-face and online) that may include your participation in the event, including your image, questions and comments. To view our full photography and video recording policy, click <https://www.diaglobal.org/general/photography-policy>.

### Privacy Policy

DIA respects the privacy of all of its members and customers. To view our privacy policy, click <https://www.diaglobal.org/about-us/privacy-policy>.

## PAYMENT METHODS

Payment by credit card or bank transfer is possible. Please tick your preferred option.

**Credit card:** Payments by VISA, Mastercard or AMEX are accepted. Other types of credit card are not accepted. You will receive a payment link in the coming days to complete the payment.

**Bank transfers:** When DIA completes your registration, an email will be sent to the address on the registration form with instructions on how to complete the bank transfer. Payments in EURO should be addressed to Account Holder: "DIA". Please include the **invoice number**, your name and company to ensure correct allocation of your payment. Payments must be net of all bank charges. Bank charges must be borne by the payer.

Please note: if you register 7 days or less before the start of the course, it is not possible to settle the registration fee by bank transfer, but only by credit card. Thank you for your understanding and cooperation.

**If you have not received your confirmation within five working days, please contact [basel@diaglobal.org](mailto:basel@diaglobal.org).**

By signing below, I confirm that I read and agree with DIA's Terms and Conditions of booking.

These are available from the office or online by clicking:

<http://www.diaglobal.org/EUterms>

Date	Signature
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