

AUTHOR NAME

Delegate Number:

Title: (Mr.Ms.Dr. Prof.)

First name:

Surname:

Title of the Paper:

Area of Research

Co-Author (If any)

ADDRESS

Employer/ Office Address

Name of the Institute

Position within Institute

Address

City: Postcode

Country

Telephone (with ISD code) Fax number

Email Website

I want to volunteer to **chair a session** in the Conference: Yes NO

Consider me as a **Keynote Speaker***: Yes NO

***Keynote Speaker** is responsible to open and close the conference. Keynote speaker will be given complimentary tickets for all social networking events ONLY. Decision on the request for keynote speaker is at the complete discretion of the conference organising committee. Decision on the keynote speaker request will be confirmed 15 days before the conference.

PLEASE REGISTER FOR:

- | | |
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| <input type="checkbox"/> AICSSE 2020 Cambridge (13-14 July 2020) | <input type="checkbox"/> AICBEM 2020 Cambridge (13-14 July 2020) |
| <input type="checkbox"/> AICSSH 2020 Cambridge (13-14 July 2020) | <input type="checkbox"/> AICIBS 2020 Cambridge (13-14 July 2020) |
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| <input type="checkbox"/> ICISSS 2020 Oxford (14-16 September 2020) | <input type="checkbox"/> AICEAF 2020 Oxford (14-16 September 2020) |
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| <input type="checkbox"/> AICSSE 2020 Cambridge (1-3 December 2020) | <input type="checkbox"/> AICBMM 2020 Cambridge (1-3 December 2020) |

CONFERENCE FEE (GBP £ Pounds)

DESCRIPTION	REGISTRATION FEE GBP £	LATE REGISTRATION FEE GBP £
Author*	GBP 445.00	GBP 495.00
Co-Author*	GBP 425.00	GBP 475.00
Author (Student)*	GBP 395.00	GBP 445.00
Listener***	GBP 375.00	GBP 425.00
Complete Registration Pack***	GBP 600.00	GBP 675.00
Editing Paper**** (Per 5,000 Words)	GBP 70.00	GBP 80.00
Additional Paper(s) Presentation	GBP 225.00	GBP 275.00
Welcome Dinner - Day ONE	GBP 50.00 Per Person	GBP 60.00 Per Person
Social Networking Dinner - Day TWO	GBP 50.00 Per Person	GBP 60.00 Per Person
Social Networking Event - Day THREE	GBP 70.00 Per Person	GBP 80.00 Per Person

Notes:

*Registration fee includes participation in the conference, publication of the contribution, conference attendance e-certificate, lunch during conference, badge, conference bag and/or conference accessories and coffee breaks. ***Listener' includes those delegates who are participating in the conference but not presenting. *** Complete registration pack includes participation in the conference, publication of the contribution, conference attendance e-certificate, lunch during conference, badge, conference bag and/or conference accessories, coffee breaks and social networking events - Day ONE, Day TWO and Day THREE. **** Editing Paper is suitable for non-native speakers or for native speakers who feel they would benefit from a deeper engagement with the structure and logic of their work. NOTE: All fees inclusive of Canada taxes, where applicable

CONFERENCE BOOKING

Conference Details	Number of Additional Paper(s) or Pages(s) or Person(s)	Please Tick	FEE (GBP £)
Author		<input type="checkbox"/>	<input type="text"/>
Co-Author		<input type="checkbox"/>	<input type="text"/>
Author (Student)		<input type="checkbox"/>	<input type="text"/>
Listener		<input type="checkbox"/>	<input type="text"/>
Complete Registration Pack		<input type="checkbox"/>	<input type="text"/>
Editing Paper (Per 5,000 Words)		<input type="checkbox"/>	<input type="text"/>
Additional Paper(s) Presentation		<input type="checkbox"/>	<input type="text"/>
Social Networking Event - Day ONE	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>
Social Networking Event - Day TWO	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>
Social Networking Event - Day THREE	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>
		Total Fee	<input type="text"/>
		GBP £	<input type="text"/>

PRESENTATION TYPE

Oral Presentation Poster Presentation Virtual Presentation Listener

PAYMENT METHOD

Kindly select the method of payment:

Payment by Telegraphic Transfer Online Payment (www.flelearning.co.uk)

Payment by Telegraphic Transfer: Once we will receive your registration form, we will email you our bank details to transfer registration fee. **Full Conference fee** must be transferred into the FLE bank account. Please note that applications will not be processed without receipt of full payment through Telegraphic Transfer (in GBP £). Bank transfer and receiving charges are to be paid by the sender (Author) and therefore must not be deducted from the registration fee. If the correct amount is not received, you will be asked to pay the balance in cash PLUS GBP £ 25.00 as an administration fee on the first day of event. Please advise your university or bank to write your conference details and author name (AICIBS 2020 <<Author Name>> <<Registration/Delegation No.>>) as reference during transfer of registration fee.

Online Payment: Once you have submitted your registration form (Click here for [ONLINE REGISTRATION](#)), you can pay your registration fee by PayPal, Credit/Debit Card. To pay online, please visit www.flelearning.co.uk.

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TERMS & CONDITIONS

- Definitions**
 - FLE Learning:** FLE Learning is a trading name of FLE Learning Ltd
 - Author means** any person, organisation or body corporate who submits an abstract/proposal/paper for a conference run by or in association with FLE.
 - Course means** any training event, seminar, lecture, conference the purpose of which is to provide an up-to-date legal training, whether or not the course carries CPD or otherwise.
 - Author:** makes a presentation at the conference and if accepted, the full paper will be published in the Conference Proceedings.
 - Keynote Speaker** is responsible to open and close the conference. Keynote Speaker will also host the welcome, networking dinners and social networking events of the conference. Keynote speaker will be given complimentary tickets for all social networking events ONLY.
 - Additional Paper(s):** Author can submit additional paper(s) by paying an appropriate fee.
 - Additional Page(s):** FLE will accept one paper of maximum 5000 words between 10-12 pages (A4) including all figures, tables, and references. If accepted for publication in the E-Journal and the author wants to publish additional pages above the word limit of 5000 words, FLE will charge GBP £20 per additional page to be published.
 - Late Registration:** After the early registration deadline, 7 days later at most.
 - E-Journal:** All accepted papers will be published annually in the E-Journal.
 - All abstracts/proposals** will be published online after each conference and uploaded on FLE's website.
 - All full papers** submitted and presented at the conference will be published in the conference proceedings, subject to their acceptance by the review committee, after each conference and also uploaded on FLE's website. Each conference proceeding will have a unique digit International Standard Serial Number (ISSN) and/or International Standard Book Number (ISBN) code.
 - Editing Paper:** Author can request an editing service for their paper(s) by paying an appropriate fee. Editing Paper is suitable for non-native speakers or for native speakers who feel they would benefit from a deeper engagement with the structure and logic of their work.
- Confirmation of Registration:** Confirmation of your registration will be sent by email within working 2 days of receipt of registration form and payment. A Tax invoice will be sent separately to you with your welcome letter. Conference documentation is distributed at the time of the event.
- Registration Fee:** Registration fee includes participation in the conference, publication of the contribution in the conference proceedings and/or conference abstracts (whichever is appropriate), a certificate of attendance, lunch during conference, badge, conference accessories and coffee breaks.
- Social Networking Events:** Conference delegates are required to pay separately for social networking events. If partner/spouse/family members are accompanying the delegate on social networking events, they are required to pay this fee separately. The sightseeing entry fee is NOT included.
- Registration Pack:**
 - Complete registration pack** includes participation in the conference, publication of the contribution, conference attendance e-certificate, lunch during conference, badge, conference accessories, coffee breaks and social networking welcome dinner - Day ONE, social networking dinner Day TWO and social networking events Day THREE.
 - Residential Conference Pack** includes THREE nights' single occupancy ensuite Bed and Breakfast, participation in the conference, publication of the contribution, conference attendance e-certificate, lunch during conference, badge, conference bag and/or conference accessories and coffee breaks.
- Prices are subject to change without notice.** FLE Learning Ltd may alter any or all such prices to compensate for reasonable changes in the underlying cost of supplying such services.
- Payment**
 - Please note that applications will not be processed without receipt of full payment (in GBP £).
 - Bank transfer and receiving charges are to be paid by the sender (Author) and therefore must not be deducted from the registration fee.
 - Please advise your university or bank to write your name as reference during transfer of registration fee.
 - If the correct amount is not received, you will be asked to pay the balance PLUS GBP £25.00 as an administration fee.
 - All Paypal charges i.e., transaction fee will be paid by the delegate.
- Cancellation of Booking**
 - Cancellation by FLE Learning (FLE):** FLE reserves the right to vary or cancel the Conference where the occasion necessitates. FLE accepts no liability if, for whatever reason, the conference does not take place. If, however, in the unlikely event that FLE has to cancel the Conference authors will be notified in advance and offered new dates.
 - Cancellation/Transfer by the Delegate:**
 - In the event of cancellation, full invoice is payable unless written notice is received at least 15 working days before

the event. On appropriate written notice, fee will be credited (or refunded) less GBP £150 (+VAT, if applicable) administration charge. 8.2.2. In the event of a transfer to another date or event, an administration charge of GBP £150 (+VAT, if applicable) will be levied. Notice must be received at least 5 working days before the conference. Transfer cannot be requested/done after the date of the conference. 8.2.3. In the event of transfer to another date or event, any credit amount transferred will not be refunded. 8.2.4. Credits may be used for other products or services offered by FLE Learning within a period of 12 months. 8.2.5. In the event of cancellation of social events and/or accommodation booking, where written notice is NOT received at least 15 working days before the event, fee paid against social networking events is non-refundable and cannot be transferred to another conference. 8.2.6. Discounted fee, promotional fee and/or group registration fee is non-refundable and non-transferable.

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14. **Taxes** - All fees are inclusive of Canada taxes (VAT), where applicable
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17. **GOVERNING LAW and JURISDICTION:** This Agreement shall be exclusively governed and construed in accordance with the laws of England and Wales without regard to principles of conflicts of law.

I the undersigned have read understood and agree to the rules, terms and conditions set out above. I also agree with the cookies policy, privacy policy and data protection policy of the FLE published on the website. I confirm that, to the best of my knowledge and belief the information given on this form is current and complete.

Signature:

Date:

Place:

Please complete and return the registration form to submit@flelearning.co.uk



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