

How To Purchase Additional Sessions

For only onsite registration
and on individual basis!



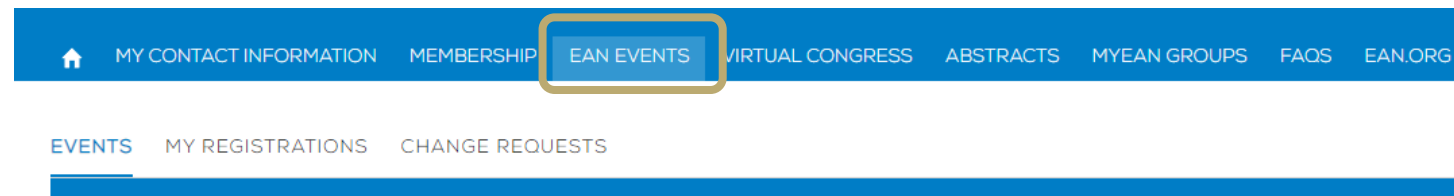
How To Purchase Additional Sessions

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4. [Click 'Congress Helsinki 2024'](#)
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1. Log in to your MyEAN account on [our website](#).



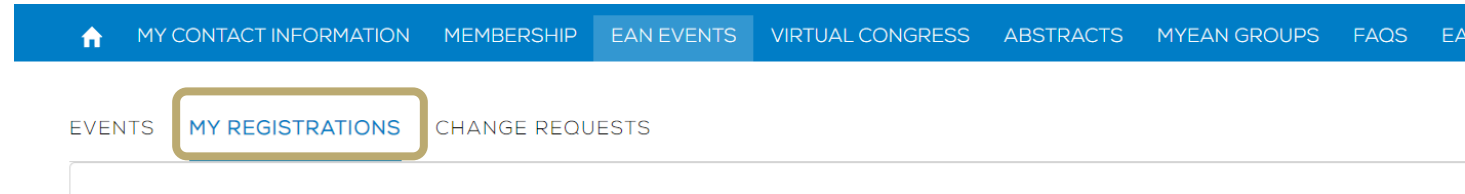
2. Click 'EVENTS'.



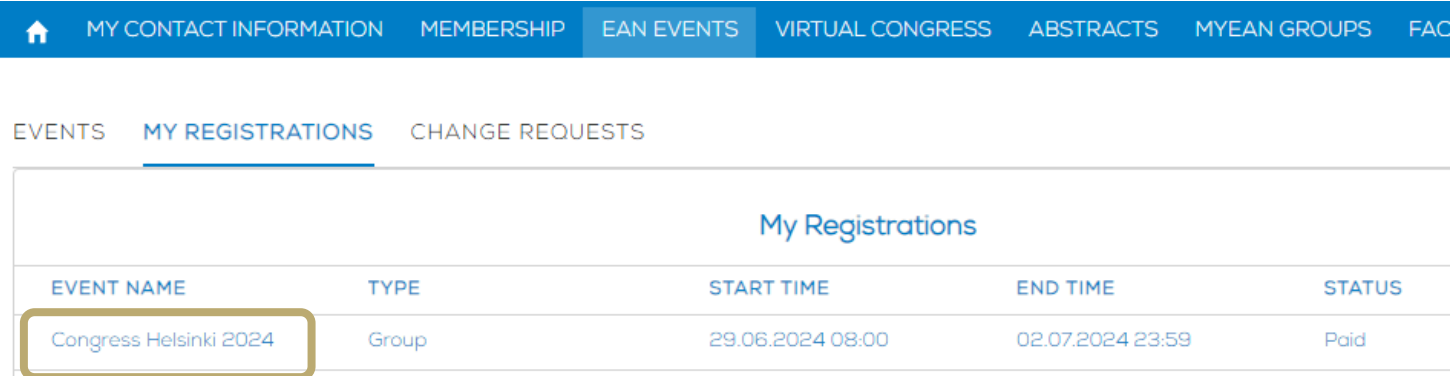
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3. Click 'MY REGISTRATIONS'.



4. Click 'Congress Helsinki 2024'.



The screenshot shows the 'My Registrations' table. The table has five columns: EVENT NAME, TYPE, START TIME, END TIME, and STATUS. The first row is highlighted with a yellow box.

My Registrations				
EVENT NAME	TYPE	START TIME	END TIME	STATUS
Congress Helsinki 2024	Group	29.06.2024 08:00	02.07.2024 23:59	Paid

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5. Click 'Upgrade'.



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7. Apply your discount code if available and accept terms and conditions to finish your upgrade.

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Congress Helsinki 2024

Progress bar: 1. ✓ 2. ✓ 3. ✓ 4. ✓ 5. ✓ 6. ○

Additional Session(s)

Session ticket	x 1	50 €
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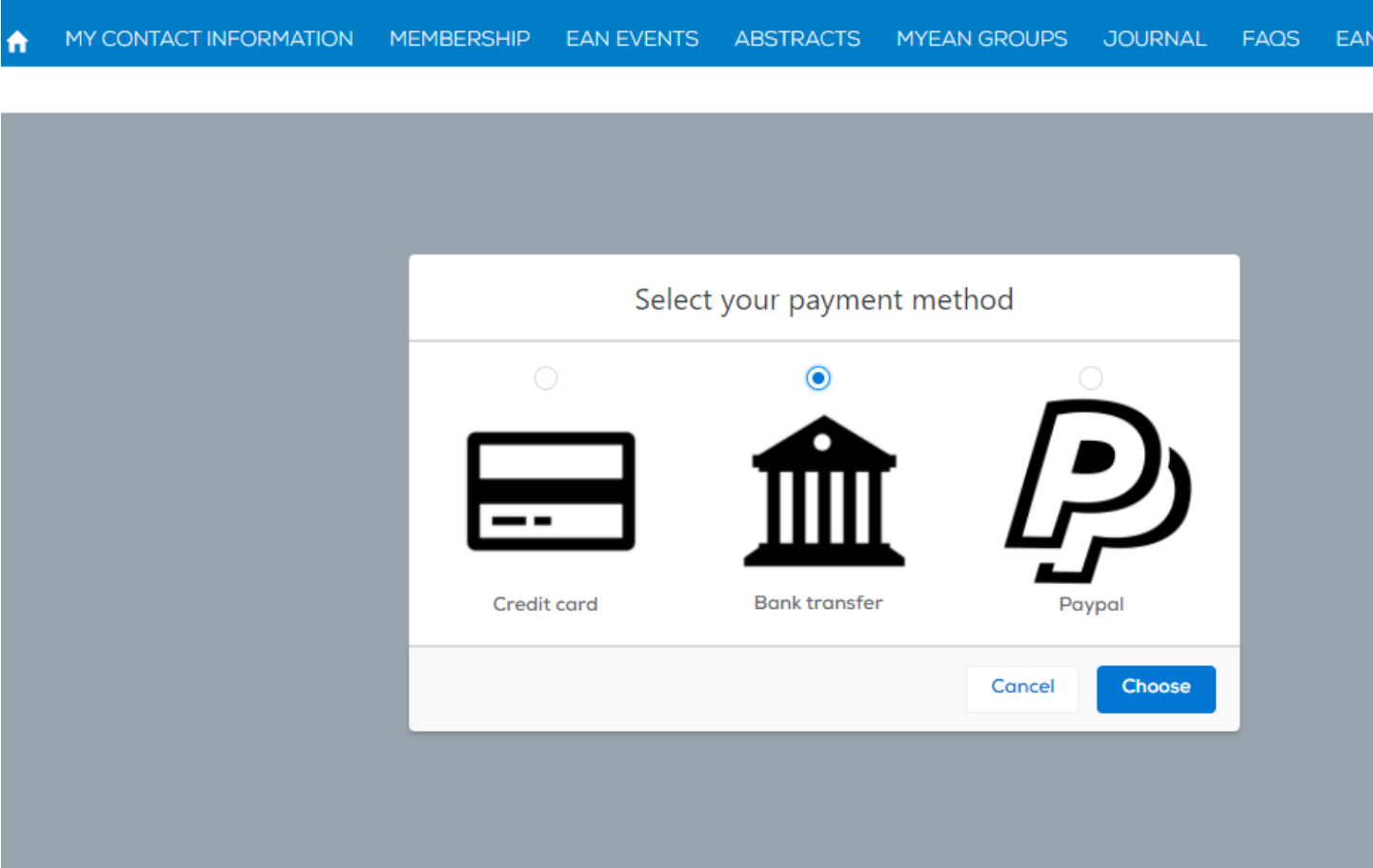
Discount Amount	0 €
Grand Total Amount	50.00 €
VAT Amount	9.68 €

☒ By clicking "Finish", you are registered to the event and accept the Terms and Conditions for registration

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8. Choose your preferred payment method.



The screenshot shows the EAN website's navigation bar with links: Home, MY CONTACT INFORMATION, MEMBERSHIP, EAN EVENTS, ABSTRACTS, MYEAN GROUPS, JOURNAL, FAQs, and EAN. Below the navigation bar is a modal window titled "Select your payment method". It contains three options: "Credit card" with a card icon, "Bank transfer" with a bank building icon, and "Paypal" with the PayPal logo. The "Bank transfer" option is selected, indicated by a blue radio button. At the bottom right of the modal are "Cancel" and "Choose" buttons.

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9. Enter the desired billing address. You can either use your main contact information or use an alternative address (e.g., if your institution is funding your registration). If applicable, provide your VAT number.

Enter your address information

<div><p>Main Contact Address</p><p>Ms. XXX XXX Department Hospital xxx 1234 xxx Austria</p><p>Use as billing address</p></div>	<div><p>Billing Address</p><table><tr><td>Title</td><td>First Name</td><td>Last Name</td></tr><tr><td>Ms.</td><td>XXX</td><td>XXX</td></tr></table><p>Department</p><p>Department</p><p>Hospital/Company</p><p>Hospital</p><p>* Billing Street</p><p>xxx</p><p>* Billing City</p><p>xxx</p><p>* Billing Zip/Postal Code</p><p>1234</p><p>* Billing Country</p><p>Austria</p><p>VAT Number</p><p></p></div>	Title	First Name	Last Name	Ms.	XXX	XXX
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Ms.	XXX	XXX					

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Thank you for your EAN congress registration.

Your registration was received, and your order confirmation number is: "O-R-013518"

To finalise your registration, please transfer the outstanding amount of 883.00€ to the following account by 25.10.2022:

Account holder:	European Academy of Neurology
Bank:	Oberoesterreichische Landesbank Aktiengesellschaft
IBAN:	AT83 5400 0002 1400 7650
BIC/SWIFT:	OBLAAT2L
Reference:	Order confirmation nr. "O-R-013518".

Please indicate your order confirmation number and your name XXX XXX on the bank transfer documents for identification purposes.

Please note that you are responsible for any bank charges that may incur. If the amount transferred to the account does not correspond to the amount stated on the order confirmation form, your registration will be regarded as incomplete.

If you do have any queries, do not hesitate to contact us.
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