# Registration Form

Please fill in all the compulsory fields of this form and send it back to us by email ([conference@ei-ie.org](mailto:conference@ei-ie.org)) or by fax +32 2 24 0606 **by 13 June if you require assistance**, and **by 27 June if you do not**.

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| Personal particulars |
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Family Name: Click here to enter text. First Name: Click here to enter text.

Name of organisation: Click here to enter text. Country: Click here to enter text.

Position: Click here to enter text. Tel: Click here to enter text.

Fax (if any): Click here to enter text. E-mail address: Click here to enter text.

Dietary requirements (if any): Click here to enter text.

*Yes, I would like to take part in the official dinner on 10 November 2014.*  *No thanks.*

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| Financial assistance (travel and accommodation) |
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***Yes, I would like to apply for financial assistance to attend this conference****.*  *No thanks.*

**\*If you tick YES, please submit this form by 13 June 2014. Please note that travel and accommodation assistance funds are limited and are intended to assist delegates from affiliates in low and lower middle income countries. To be eligible for assistance, an affiliate must be a member in good standing. No more than one delegate per affiliate will be eligible for funding. When allocating assistance, consideration will be given to geographic, linguistic, and gender balance.**

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| Hotel reservation |
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Upon confirmation of your registration, we will provide you with a link to book your own hotel room and inform you of the special price for the participants of this conference.

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| Visa information |
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Holders of passports from the following countries do not require a visitor visa to enter Ghana:

Benin Egypt Lesotho Nigeria Tanzania

Burkina Faso Gambia Liberia Senegal Togo

Botswana Guinea Malawi Sierra Leone Trinidad & Tobago

Cape Verde Guinea Basso Mali Singapore Uganda

Cote d’Ivore Kenya Niger Swaziland Zimbabwe

All other nationals are required to apply for and obtain a visitor visa before arriving in Ghana. You may be required to provide references of contacts in Ghana. Please consult the Ghanaian Immigration Service ( <http://www.ghanaimmigration.org/visa_info.htm> ) and your local Ghanaian high commission or embassy for complete details.

**Note: All persons entering Ghana must also provide proof of yellow fever vaccination.**

**I need a letter of invitation from EI to secure a visa to enter Ghana**

**I need references of persons in Ghana in order to apply for a visa**

**I need a letter of invitation from EI to secure a transit visa**

Visa Information  
*Please complete if you need a letter of invitation for an entry or/and transit visa.*

Name (as appears in passport): Click here to enter text.

Passport number: Click here to enter text.

Date of issue: Click here to enter a date.

Country of issue: Click here to enter text.

Expiry Date: Click here to enter a date.

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Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: Click here to enter a date.

Please send this back to us by email ([conference@ei-ie.org](mailto:conference@ei-ie.org)) or by fax +32 2 24 0606 **by 13 June if you require assistance**, and **by 27 June at the latest**.

You will receive confirmation of your participation request by email or by fax.