



## Registration Information

We are pleased to invite participants from around the world to register for the Conference on Foundation Decarbonization and Re-use, hosted by the Royal Society of Engineers and DFI Europe.

The registration fee is determined when payment is received, not by the date of submission. All fees are quoted in Euro.

**Author / presenter registration requirements:** In order to have a paper published in the open access tool, at least one author must register and pay by February 1st. One author is allowed to present up to two papers at the Conference.

**Member rate:** This rate is applicable to members of DFI and KIVI.

**Student rate requirements and qualifications:** Proof of student status is required to confirm the Student Rate. Proof consists of a copy of the student's identification card or a letter from the institution's registrar verifying student status. Please download this information in the registration form.

**The registration fees are as follows (excl. 21% VAT):**

Fee type	Rate
Members	€ 500,-
Non Members	€ 575,-
Students	€ 0,-
One day Members	€ 350,-
One day Non Members	€ 400,-
One-day site-visit, Thursday March 23	€ 40,-
Conference dinner (accompanying person), Wednesday March 22	€ 40,-

**Registration fees includes:**

- **Members/Non Members**  
Welcome Reception – Access to the proceedings – Lunches – Coffee/tea Breaks.
- **Students**  
Welcome Reception – Access to the proceedings – Lunches – Coffee/tea Breaks.
- **One day (non) members Tuesday**  
Welcome Reception – Access to the proceedings – Lunches – Coffee/tea Breaks.
- **One day (non) members Wednesday**  
Access to the proceedings – Lunches – Coffee/tea Breaks.
- **Accompanying person**  
Welcome Reception (free). Conference dinner € 50,-.

## Methods of Payment

iDEAL, PayPal and Credit Card – Visa and MasterCard (applicable prior to the Conference and onsite)  
When you are a Dutch participant iDEAL will be preferred. If paying by credit card, Delft Congress Support, will appear as the vendor on your credit card statement.



### **Registration deadlines**

The registration fee category is determined by when the payment is received. The deadline for online pre-conference registration is March 20, 2023. Registrations will also be accepted onsite. The registration deadlines are as follows:

Online registration	March 20, 2023 (by 23:59 local time)
Online Registration Closes	March 21, 2023
Onsite Registration Opens	March 21, 2023

### **Registration Cancellations, Refunds And Substitution Policy**

Cancellations must be received in writing to [info@foundationreuse.com](mailto:info@foundationreuse.com).

If the cancellation is received prior to February 1, 2023 the Cancellation Fee is € 200,-, while after this date the cancellation fee is the same as Registration Fee (and thus there will be no refund).

Please note that it may take two weeks before the refund is made to the same method of payment that was used for the Registration Fee.

### **Letter of Invitation for Travel Visa**

On the registration form you will find a checkbox to request an Invitation Letter. However, this letter will only be issued once the registration fee has been received.

If you have a question, or would like additional information, please contact the Conference Secretariat [info@foundationreuse.com](mailto:info@foundationreuse.com)

### **Dietary requests**

Please identify your dietary requirements during the registration process so that we can make arrangements in advance.

### **Insurance and Liability**

Participants take part in the Conference on Foundation Decarbonization and Re-use at their own risk and need to make their own health and travel insurance arrangements.

### **Language**

The official language of the Conference is English.

### **REGISTRATION INQUIRIES**

Contact: Conference Secretariat  
Email: [info@foundationreuse.com](mailto:info@foundationreuse.com)  
Website: [www.foundationreuse.com](http://www.foundationreuse.com)