



Important: The Host must ensure that **one group payment** will be organized upon receipt of the ESAIC invoice. **ONCE AN INVOICE HAS BEEN ISSUED IT CANNOT BE CHANGED.**

Candidates who were registered during group registrations by their Host Centre should not make individual payments and should not register again individually via our on-line system.

No additional candidate can be accepted after the registration deadline and candidates cancelling after the application deadline cannot be replaced.

For exam related items no VAT is charged.

Payment for group registration is by CreditCard, PayPal or bank transfer. More information will be communicated in the confirmation email.

If you would like to register your candidates as a group for the Part I examination, please follow the instructions below:

Please fill in the data of your company: PLEASE NOTE THAT THE BELOW INFORMATION WILL BE USED FOR INVOICING PURPOSES. ONCE AN INVOICE HAS BEEN ISSUED IT CANNOT BE CHANGED.

The **Contact person** must have an account on our member and customer portal, myESAIC. To create a myESAIC account or to log in to your account [click here](#).

| | |
|--------------------------------------|--|
| *Contact Name | The <u>name</u> of the contact person in the form must be the same as in the myESAIC account. |
| *Contact Email | The <u>email</u> of the contact person in the form must be the same as in the myESAIC account. |
| *Contact ESAIC ID | The ESAIC ID is displayed on the myESAIC account on the top right when pressing on the profile button. |
| *Name of Society / Company /Hospital | The <u>address</u> of the contact person in the form must be the same as the professional or other address in the myESAIC account. |
| *Street | |
| *Street Number | |
| *Postal Code | |
| *City | |
| *State (if applicable) | |
| *Country | |
| Vat No. | Our accounting system only accepts VAT numbers that are valid for cross border transactions within the EU! To verify whether the VAT number is valid or not click here . |
| *Phone | |

* Please confirm that the candidates listed below agree to abide by the Part I & ITA rules and regulations posted on the ESAIC website by ticking this box ☐

Candidates Profile * The sections marked with an asterisk are compulsory. Without this information, the candidates cannot be registered.

[illegible]

