



07 – 08
FEBRUARY
2025

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Update on NMOSD
and MOGAD

Tivoli Mofarrej Hotel, São Paulo, Brazil

UPDATE on NMOSD & MOGAD MEETING 2025

Specific Terms & Conditions

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UPDATE ON NMOSD & MOGAD MEETING 2025

- These Specific Terms & Conditions govern the Update on NMOSD & MOGAD Meeting 2025.
- Update on NMOSD & MOGAD Meeting is organised in collaboration with SEAUTON BVBA & with the support of the European Charcot Foundation (BE 0547.995.164).

MEETING REGISTRATION

The Update on NMOSD & MOGAD Meeting will be a hybrid edition, meaning you can register for either onsite participation in São Paulo, Brazil or online participation for attendees outside of Brazil.

THE REGISTRATION TO THE FACE-TO-FACE MEETING INCLUDES:

- Access to the Update on NMOSD & MOGAD Meeting sessions and all the Satellite Symposia
- Access to the poster area
- All lunches & coffee breaks
- The meeting materials and badge
- All fees for onsite participation are in Brazilian Real and for the online participation in Euros, including applicable VAT.
- The number of places available for the Update on NMOSD & MOGAD Meeting is limited. Registration is accepted on a first come, first served basis.
- To pick up the badge and meeting materials, the registration voucher and the passport/ID of the delegate must be shown. For group pick-ups, the person picking up the badges should be the group responsible as indicated in the registration form (or a representative with a proxy). This person must show a passport/ID and provide a phone number he/she can be reached on in case questions arise after the pick-up of the badges
- Young investigators, born in 1989 or after, can be asked to show a copy of their identity card or passport when picking up their badge at the Registration & Hospitality Desk.

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THE REGISTRATION TO THE DIGITAL MEETING INCLUDES:

- Exclusive access to the Scientific Programme of the Update on NMOSD & MOGAD Meeting, digital edition
- Exclusive access to the Satellite Symposia of the Update on NMOSD & MOGAD Meeting, digital edition

THE INFORMATION REQUESTED FOR EACH DELEGATE WHEN REGISTERING:

To gain information on how we process your personal data, we refer to our [Privacy Notice](#).

REGISTRATION FEES

Attendee category	EARLY BIRD FEE until 30/12/2024	REGULAR FEE from 01/01/2024 until 08/02/2024
Meeting delegate & Invited HCP		
Digital edition	35,00 €	50,00 €
Face-to-face edition	400,00 R\$	500,00 R\$
Young Investigator *		
Digital edition	35,00 €	50,00 €
Face-to-face edition	250,00 R\$	350,00 R\$
Sponsor – registration for industry staff		
Digital edition	35,00 €	50,00 €
Face-to-face edition	400,00 R\$	500,00 R\$
Speaker satellite symposium		
Digital edition	35,00 €	50,00 €
Face-to-face edition	400,00 R\$	500,00 R\$

All fees are including applicable VAT

* Young Investigators are born in 1989 or after.



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INDIVIDUAL REGISTRATION

- Individual Meeting Registrations should be made online and are only payable by credit card.
- The registration cannot be shared by two or more participants. As such, only the participant whose name appears in the registration file may pick up the badge on site and no substitutions will be allowed once the badge has been picked up.

GROUP REGISTRATION

- If you are making a registration for more than one person, you can make use of the option to make a group registration.
- Group registrations should be made online and are available until Friday, January 24th 2025.
- One invoice will be created for the entire group.
- Invoices are payable by credit card. An exception to pay by wire transfer can be requested at secretariat@charcot-ms.org
- The group registration is only valid after the full payment for the group registration has been received.
- The Early Bird Fee will only apply to participants whose payment is received by the Operational and Administrative Secretariat by December 31st, 2024. After this date, the participants will be charged at the Regular Fee until the 8th of February, 2025.
- For upgrades and special requests, please contact the PCO Secretariat via secretariat@charcot-ms.org.

POSTER PRESENTATIONS

- To present a poster, abstracts, requesting for poster presentation should be uploaded via the available link on the Meeting website by Friday, January 24th 2025.
- All submitted abstracts will be screened and considered for poster presentation by the Scientific Board of the Update on NMOSD & MOGAD meeting, which will send a notification regarding acceptance or rejection of abstracts to the submitting author by January, 2024.
- The submission criteria regarding the abstract and poster, as explained on the Meeting website, must be respected to qualify for a poster presentation.
- Accepted abstracts (and posters) may be published on the European Charcot Foundation website.
- Posters will be displayed at an onsite poster area. The practical details for the poster sessions, will be communicated to all submitting authors.

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YOUNG INVESTIGATOR AWARDS FOR BEST POSTER PRESENTATION

- Delegates of 35 years or younger (born in 1989 or after) that present a poster automatically participate in the Young Investigator Awards.
- Delegates born before 1989 that present a poster are not eligible to participate in the Young Investigator Awards.
- In order to be eligible for the Young Investigator Awards, the Young Investigator should be present at the poster viewing sessions during the Update on NMOSD & MOGAD Meeting..
- The applicable procedure for the Young Investigator Awards can be found on the European Charcot Foundation website.

CANCELLATION POLICY

After receipt of the email confirmation of the individual or group registrations 100% cancellation costs apply (no refunds).

Cancellations have to be made in writing to the PCO Secretariat via secretariat@charcot-ms.org.

A cancelled individual or group registration reservation, can be taken over by another participant (= name change) until Friday, January 24th, 2025.

NAME CHANGES

- Name changes (for individual and group registrations) are accepted until Friday, January 24th 2025.
- Name changes are possible via the “modify registration”-button. The registration main email and reference number are required.

Requests for changes after Friday, January 24th 2025 have to be made in writing to the PCO Secretariat via secretariat@charcot-ms.org and will be individually evaluated in terms of feasibility.



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PHOTOS AND VIDEO

- Delegates agree that the European Charcot Foundation may use any photos taken in conjunction with the Meeting in an unlimited manner for promotional purposes of the European Charcot Foundation and its activities on the European Charcot Foundation website and in European Charcot Foundation Publications without any compensation to the delegate.
- Delegates agree that the European Charcot Foundation may use any video recordings taken in conjunction with the Meeting in an unlimited manner for scientific educational purposes of the European Charcot Foundation and its activities on the European Charcot Foundation website and in European Charcot Foundation Digital Material without any compensation to the delegate.

PERMISSION TO CONTACT

- Delegates will be contacted by the PCO secretariat with regards to their registration to the Update on NMOSD & MOGAD Meeting (including but not limited to: registration confirmation, programme updates, certificate of attendance, ...) via the main email provided with their registration.
- Group delegates can additionally be contacted to discuss the reservations, the guidelines on site and for questions about the delegates they registered.
- The PCO secretariat (secretariat@charcot-ms.org) can be contacted when delegates wish to consult, modify or delete registered information.
- We refer to our [Privacy Notice](#) for more details on how we process your information.

PAYMENT POLICY

- Registrations are only valid once full payment is received by the PCO Secretariat. Priority to activities with limited capacity will be given to those who have paid in full.
- All invoices issued must be paid before the Update on NMOSD & MOGAD Meeting. All amounts are in Euro for the online activities and in Brazilian Real for the onsite activities. Payments can be made by credit card through a secured page on the Update on NMOSD & MOGAD website or bank transfer (by exception).
- Invoices that will be paid via wire transfer are payable within 30 days from the invoice date or:
 - in case of the early bird fee, by December 31st, 2024
 - in case of the regular fee, by February 8th, 2025.

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The invoice number and registration/booking reference number should be mentioned as payment reference.

- Outstanding amounts will be collected at the Standard Fee rate.
- When registering at the Registration and Hospitality Desk, please bring a copy of your proof of payment in the event your registration fees were not credited to the Meeting account. A credit card and signature may be required as guarantee of payment.
- All charges for payment transactions are the responsibility of the participant and should be paid at source in addition to the registration fees.
- Invoices are only sent by email.
- Special requests for the processing of the invoice should kindly be submitted in writing to the PCO Secretariat and will be evaluated individually.

ONLINE PAYMENTS

Online payments are accepted by: Credit Card: Visa, MasterCard, American Express and Maestro

PAYMENT BY BANK TRANSFER (ONLY ACCEPTED FOR GROUP BOOKINGS)

- Invoices paid via wire transfer are payable within 30 days from the invoice date or:
 - in case of the early bird fee, by December 31st, 2024
 - in case of the regular fee, by February 8th, 2025
- Bank transfers must be in euros and made out to:
- Beneficiary: SEAUTON BVBA
- Bank name: BANK J. VAN BREDA AND CO NV
- Bank address: MECHELSESTEENWEG 147, 3020 HERENT, BELGIUM
- BIC/Swift: JVBA BE 22
- IBAN: BE43 6451 2075 1901
- Bank account number: 6451 2078 9485
- Bank account owner:
Seauton Payment reference:
 - Invoice number
 - Registration/booking reference number

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LIABILITY

- The participant acknowledges that he/she has no right to lodge damage claims against the organizers should the holding of the Update on NMOSD & MOGAD Meeting be hindered or prevented by unexpected political or economic events or generally by force majeure, or should the non-appearance of speakers or other reasons necessitate programme changes.
- Should technical reasons beyond the control of the organisers make any changes necessary, they cannot be held responsible.
- Belgian law shall apply before the court in Brussels, Belgium.

VALIDITY

- If one or more provisions of these Specific Terms & Conditions is found to be invalid, illegal or unenforceable (in whole or in part), the remainder of the provision and of these Specific Terms & Conditions shall not be affected and shall continue in full force and effect as if the invalid, illegal or unenforceable provision(s) had never existed.