



Frequently Asked Questions about the Conference

For your convenience, below are some of the most frequently asked questions.
Click on them for the answers.

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What is included in the conference registration fee?

Conference Registration gives full access to conference program including Welcome Cocktail, Lunches, Banquet Dinner & Group Outing.

What is not included in the registration fees?

Accommodation and transportation are not included. Information about accommodation booking will be sent out with the conference participation invoice.

Optional technical visits are not included in the price of the conference. You will be required to fill out a separate registration form for the technical tour and you will receive a separate invoice to cover your participation costs.

How can I pay the invoice?

The invoice should be paid upon receipt and in any case, no later than 5 working days prior to the opening day of the conference.

Payment has to be made by bank transfer to IMnI's account (details are listed at the bottom of the invoice). Please ensure you quote your invoice number when arranging a bank transfer in order for the money to be allocated to the correct invoice. All bank charges should be borne at your end.

Bank Address:

BNP Paribas
37-39 rue d'Anjou – 75008 Paris - France
Account : 00011024143
BIC : BNPAFRPPXXX
IBAN : FR76 3000 4028 3700 0110 2414 394

Will I receive a payment receipt and registration confirmation ?

No automatic acknowledgement of payment or registration confirmation will be sent. Your details being added to the delegate list serves as a confirmation.

Should you require a payment receipt, please contact events@manganese.org

What should I do if I receive a payment reminder?

If you have paid and received an email chasing your payment, please respond to the email with a copy of your remittance.

If your payment cannot reach our account before the opening of the conference, please contact events@manganese.org to arrange for a payment in cash on-site.

How can I book accommodation in the conference hotel?

IMnI will secure a room block at the conference hotel and negotiate special prices for its conference delegates.

Upon registration, IMnI will either send a link to the dedicated conference hotel reservation page or an accommodation booking form. Accommodation to be paid for by each delegate who will abide with the hotel cancellation policy.

Can I receive an invitation letter for visa application?

While visas are the responsibility of delegates, IMnI can provide delegates with a visa support letter. Please send your passport details and dates of stay to events@manganese.org

I can no longer attend the conference. Can I register a colleague in my place?

You may indeed substitute a colleague to attend in your place at no extra cost. If you wish to do so, please email your colleague's registration form to events@manganese.org

I can no longer attend the conference. Can I get a refund?

Cancellations received in writing 45 days prior to the event will qualify for a full refund of the registration fee less the administration fee of 10%.

No refund will be given on cancellations received within 45 days of the event.

Delegate substitutions will be accepted.

My details in the delegate list are not correct. Whom should I contact?

For any amendment to your details, please contact events@manganese.org

How can I sponsor an event?

If you are interested in sponsoring an event please contact us at events@manganese.org

How can I rent an exhibition space?

If you are interested in exhibiting, please contact us at events@manganese.org

How can I access the delegate list?

No hard copies will be distributed. The delegate list will be posted on IMNI website (www.manganese.org) on a daily basis. It will also be accessible on the conference App.

Where can I find the conference presentations?

No hard copies will be distributed. The conference presentations will be posted on IMNI website (www.manganese.org) as soon as the presentation has been given. It will also be accessible on the conference App.

Speakers have the right to withhold any information previously presented at the event; any papers not currently on the website or the App may not be available for download at a later date, if requested by the speaker.

What is IMni App?

IMni App helps the delegate perform many time-saving tasks quickly and easily, such as:

- Accessing the event schedule anytime and customizing your agenda,
- Learning about the speakers by reading their bios, and viewing their presentations minutes after they have been given live
- Finding out who is present and sharing contact information.

Several options to download the App are offered. An access code is given to each delegate once the App is live.

What is included in the accompanying person's registration fee?

The fee includes access to Welcome Cocktail, Lunches, Banquet Dinner & Group Outing, but not to the conference proceedings. A separate invoice will be issued for the Accompanying Person(s).