



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 the conference program, including Welcome Cocktail, Lunches, Banquet Dinner & Networking Activity.

What is not included in the registration fees?

Accommodation, dinners on Monday, May 26 and on Thursday, May 28th, transportation and visa application are not included. Information about accommodation booking will be sent out once registration is completed.

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

Will I receive a payment receipt and registration confirmation?

A payment receipt and registration confirmation will be available upon request once the funds have been received.

How can I book accommodation in the conference hotel?

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

Once registration is completed, IMni will send a link to the dedicated conference hotel reservation page. Accommodation to be paid for by each delegate who will abide by the hotel cancellation policy.

Can I receive an invitation letter for visa application?

While visa applications are the responsibility of delegates, IMni can provide an invitation letter to delegates who have paid their participation in full. Please send your passport details and dates of stay to valerie@manganese.org

Note that the visa application process can take weeks, depending on the countries involved and time of year, so you should consider registering and paying as early as possible.

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

If you can no longer attend, we are happy to transfer your registration to a member of your organization at no extra cost. If you wish to do so, please email your colleague's details to valerie@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 refund of the registration fee less the administration fee of 10%. Bank charges to be borne by the beneficiary.

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

Delegate substitutions will be accepted.

Please email valerie@manganese.org should you need to cancel your participation.

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

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

How can I sponsor an event?

If you are interested in sponsoring an event, please contact Mr Laurent MONTCOUTIE, IMni Executive Director, at laurent@manganese.org

How can I rent an exhibition space?

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

How can I access the delegate list?

No hard copies will be distributed. The list will be e-mailed on a regular basis and added to the conference page of IMnI website.

Where can I find the conference presentations?

No hard copies will be distributed. The conference presentations will be posted on the IMnI Extranet as soon as each 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?

Event registration includes access to the networking app, available on your smartphone, tablet, and desktop.

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.

We will send delegates details about logging in to the app as soon as it goes live. Please note that your registration must be paid in full to receive access.

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

The fee includes access to Welcome Cocktail, Lunches, Banquet Dinner & Networking Activity (both on May 27th), but not to the conference proceedings nor the Technical Visits. A separate invoice will be issued for the Accompanying Person(s).

Accompanying persons are deemed to be a family member or significant other, but not a business partner.