

8TH INTERNATIONAL SYMPOSIUM ON SERVICE-LEARNING (ISSL 2022)**University of Nicosia, Nicosia, Cyprus, 8 – 11 June 2022****CONFERENCE SECRETARIAT****Conference Secretariat****Keystone Conferences & Events**Tel: +357 2276 2683, Fax: +357 2276 8984, E-mail: keystone@keystone-conferences.comThe Conference Secretariat handles:

- ◆ Conference Registration
- ◆ Bookings for Hotel Accommodation
- ◆ Transfers Airport – Hotel – Airport
- ◆ Transfers Hotel – Venue – Hotel
- ◆ Social Programme

Important: Please include the word “ISSL 2022” in the subject line of all e-mails sent to us in relation to the symposium.

PAYMENT TERMS & CONDITIONS

Payment to Keystone Conferences & Events can be made either by **Bank Transfer** or by **Credit Card**. You can choose the method of payment you prefer on the online Registration Form.

Credit Card

When choosing the Credit Card payment method, you will make the payment online through the Online Registration Form as soon as you finish your booking.

Bank Transfer

1. We will need to receive the full amount in our bank account within 5 working days from the date of your booking.
After 5 working days your booking will be automatically cancelled in case the payment does not appear in our account.
2. Please include your Registration Number and Invoice Number on the Bank Transfer Form otherwise we may not be able to match the payment with your booking.
3. Please instruct your bank that we need to receive in our account clear and net full amount as it appears on the invoice, so all bank charges should be paid and covered by the payee before the remittance is made.

Cancellation Policy

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| For Cancellations till 15/5/22: | No Cancellation Fee |
| For Cancellations between 16-30/5/22: | 2 Nights Cancellation Fee |
| For Cancellations on/after 31/5/22: | Full Cancellation Fee |

Important: Please note that no booking will be confirmed unless we receive full payment in advance as per above terms.