



HOW TO USE THE ONLINE SERVICES FOR THE AMBASSADOR'S PROGRAM
INSTRUCTIONS ONLY FOR PARTICIPANTS CONTACTED BY AN AMBASSADOR
(The Ambassador will receive the instructions only by email)

- Visit the following link:
 - <https://services.aimgroup.eu/ASPCClient/home2.asp?eventoid=3699&TypeIN=N>
- Click on **ON-LINE REGISTRATION**



- Click on **REGISTER YOUR DATA,**





- Fill in the form with all your personal details and click on **CONTINUE**. After this step you will receive by email your **ID and PASSWORD**.

Personal Information

Title:(*)

Name:(*)

Family Name / Surname:(*)

Institution/Organisation:(*)

Department:

Address:(*)

Postal Code/Zip:(*)

City:(*)

Region/Province/State:

Country:(*)

E-mail:(*)

Telephone:(*)

Other Telephone/Mobile:

Beekeepers Association:(*) No

Association's Name:(*)

Visa request
If you need the invitation letter for VISA request, please fill in the following fields. Once you have finished the personal data submission, you can download the invitation letter from the main page, choosing "invitation letter (Visa)" from the menu.


I need to request a VISA:(*) No

Please click on YES to download the invitation letter for the VISA application.

[Clicca qui per visualizzare l'Informativa sulla privacy / Click here to read the new data protection information sheet](#)
 Ho preso visione dell'informativa sulla privacy / I have read the data protection information sheet

Note: Please remind that with your ID and Password you can enter your personal area when you need to modify your data or book any additional service. It is not needed to create a new registration as a new user but you have to put your credentials in the box

On-line Registration



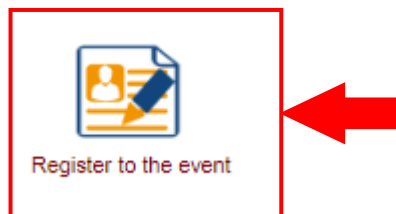
User ID:

Password:

[Forgot your password?](#)



- Click on **REGISTER TO THE EVENT**



- Select **Registration at the Ambassador's Program** from the menu:

Please select your type of Registration: (*)

Registration to the event

Registration to the event
Registration to the workshops open to public only
Registration at the Ambassador's Program

- Put in the box the **PASSWORD** you received **by your Ambassador**



Person 3

Password:

Ok

- Fill in the Form with the Registration Fee discounted (please note that you have the discount only for the Full Member and Full non member), tours, Accompanying persons and workshops
- In the box below put the **AMBASSADOR'S CODE** you received **by your Ambassador**

Identification Code

Ambassador's Identification Code(*)



- finalize the payment choosing the method of payment and click on **CONTINUE**

Methods of payment: (*)

Indicate here the preferred method of payment.

- Credit card with online payment**



- Bank Transfer**

Please transfer the payment to: **AIM Italy srl**

Bank details: Intesa Sanpaolo Ag. fil 06019 Rome 37 – Via Campania 49 – 00187 Rome

IBAN: IT7610306903240161009386245

swift/BIC: BCITITMM

Please state the name of participant and APIMONDIA 2019 and **send copy of bank transfer by email**

apimondia2019.reg@aimgroup.eu within 72 hours.

All fees are requested in CAD and are VAT exempt. Registration will be processed only if accompanied by total payment. All bank charges for remittance must be paid by the registrant.

***If you need any help, please contact the Organising Secretariat
(apimondia2019.reg@aimgroup.eu)***