# Lebanon Offshore Oil and Gas Exploration and Development

**REGISTRATION FORM**

**Early Bird Registration Deadline is 28 January 2018.**

**IMPORTANT:**
Early registration is recommended. Please print or type in black ink. Registration Fee MUST be paid in advance for attending the workshop.

**WORKSHOP FEE (INTERNATIONAL):**
- **SPE Members:**
  - Before 28 January = USD 900
  - After 28 January = USD 1100
- **Nonmembers:**
  - Before 28 January = USD 1100
  - After 28 January = USD 1300

**WORKSHOP FEE (LOCALS):** (Lebanese nationals working and residing in Lebanon)
- **SPE Members:**
  - Before 28 January = USD 500
  - After 28 January = USD 600
- **Nonmembers:**
  - Before 28 January = USD 600
  - After 28 January = USD 700

**Workshop fee includes:**
- Technical sessions, materials, daily coffee breaks and luncheons, and certificate of Continuing Education Units (CEU). Accommodation is NOT included in the workshop registration fee.

**IMPORTANT:** All SPE Middle East rates are net of taxes. The fees in this form do not include any local or withholding taxes. Please note that the invoice is to be paid in full. The UAE government is introducing a 5% VAT on goods and services from 1 January 2018. Once VAT guidelines have been finalised and issued by the government, we will contact you again to issue a VAT inclusive invoice for your signature.

**EASY WAYS TO REGISTER:**
- **Online:** www.spe.org/go/lebanon-offshore
- **Email:** registrationdubai@spe.org
- **Telephone:** +971.4.457.5800
- **Fax:** +971.4.457.3164

**Visa:** SPE Middle East, North Africa, and South Asia will assist in providing a visa invitation letter, upon request in writing, to confirmed registrants after receiving full payment of registration fees. Visa invitation letters take five days to issue from the date of request and it is the delegate’s responsibility to obtain their own visa. SPE cannot issue the visa nor can we guarantee it will be obtained.

**Questions:** Contact Muniza Bano Shaikh, Senior Event Manager, at mshaikh@spe.org.

## Registration Form

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<tr>
<th>SPE MEMBER?</th>
<th>Yes</th>
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<td>MEMBER NUMBER</td>
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**DO YOU WISH TO PRESENT A POSTER? (SUBJECT TO SELECTION BY STEERING COMMITTEE)**
- Yes | No

**DO YOU WISH TO BE CONSIDERED A DISCUSSION LEADER? (SUBJECT TO SELECTION)**
- Yes | No

If yes, please indicate the subject on which you would like to present:

**TECHNICAL DISCIPLINE (CHECK ONE):**
- Management and Information
- Drilling
- Completions
- Production and Operations
- Projects, Facilities, and Construction
- Reservoir Description and Dynamics
- Health, Safety, Security, Environment, and Social Responsibility

**DO YOU HAVE ANY MOBILITY/DIETARY REQUIREMENTS?** (Please specify):

**PAYMENT DETAILS:**
- **Bank Transfers:** (Please include the name of the registrant and 18ABEI as reference for the transfer)
  - Name of Bank: HSBC Bank Middle East Ltd, Jebel Ali Branch, P.O. Box 66, Dubai, UAE
  - Name of Account: SPE Middle East DMCC
  - IBAN Number: AE180200000036217131100
  - Swift Code: BBMEAEAD

- **Credit Card (Check one):**
  - American Express
  - MasterCard
  - Visa

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**CANCELLATION AND REFUND POLICY:**
- A processing fee of USD 100 will be charged for cancellations received before the registration deadline of 12 February 2018.
- For cancellations received after the registration deadline, 12 February 2018, 25% of the fee will be refunded to the registrant.
- No refund on cancellations received within seven (7) days prior to the workshop date, i.e. on or after 7 March 2018.
- No refund will be issued if a registrant fails to attend the workshop.

**NAME OF CREDIT CARD HOLDER: (PRINTED)**

**SIGNATURE: (REQUIRED) Date:**