APPLIED REGULATORY IMPACT ANALYSIS TRAINING
ROME, ITALY

REGISTRATION FORM

COURSE REGISTERING FOR:

October   20-24-2025

PERSONAL DETAILS   (Please ensure Name is provided as you would like it to appear on your training certificate):

FIRST NAME: FAMILY NAME:

DATE OF BIRTH: MONTH (SPELLED OUT)   DAY OF MONTH   YEAR

CITIZENSHIP:

COUNTRY OF RESIDENCE:

RESIDENTIAL ADDRESS:

CONTACT INFORMATION

E-MAIL:

TELEPHONE:

BUSINESS TITLE:

DO YOU NEED A LETTER OF INVITATION FOR VISA?
IF YES,

Due to the new requirements in the EU Schengen Visa System, for the letter of invitation, we will also need:
     A Copy of your passport
     Your official residence address: .
      Your Professional Role and Name of Organization:

Kind of Work (please choose one of the following):

GOVERNMENT ☐

ACADEMIC INSTITUTION ☐

NGO ☐

PRIVATE BUSINESS ☐

OTHER: _____

ADDITIONAL INFO

HOW DID YOU HEAR ABOUT THE COURSE? (PLEASE CHOOSE ONE OF THE FOLLOWING):

INTERNET ADVERTISING ☐

RECOMMENDED BY SOMEONE WHO HAS ATTENDED PRIOR COURSE ☐

ANNOUNCEMENT OR WEBSITE OF LUISS ☐

ANNOUNCEMENT OR WEBSITE OF JACOBS, CORDOVA & ASSOCIATES ☐

PRINT ADVERTISEMENT ☐

OTHER _____

PAYMENT :
The Course Fee Is:

Euro 3,350 for government and NGO officials from developing countries and emerging economies;
Euro 3,850 for government and NGO officials from OECD countries;
Euro 3,995 for private sector representatives.

Course Fee includes hotel accommodation, breakfast and lunch each day.

INVOICING INSTRUCTIONS:

TO WHOM SHOULD WE INVOICE?

_____

_____

_____

Please pay in Euros by wire transfer to the Jacobs, Cordova & Associates Europe bank account:

Account holder:	*Jacobs, Cordova & Associates Europe Limited*
Address:	*4 Granville Park, Blackrock, Co Dublin Ireland*
Bank:	*Allied Irish Bank plc*
Bank Address:	1 Lower Baggot Street, Dublin 2 IRELAND
Account number:	*01134043*
IBAN:	*iE29 AiBK 9313 6501 1340 43*
Bic Code/SWIFT:	*AiBKiE2D*

So we can track payments, please send us via email a proof of payment (a copy of the payment receipt, or a screenshot in case of the electronic payment).

Email: janda@regulatoryreform.com

Receipt of this form shall be acknowledged and your registration shall be definite upon receipt of the payment.

Payments are due no later than 30 days (September 19) prior to course commencement. Registration Deadline is 30 days prior to each course.

IF PAYMENT IS NOT RECEIVED BY THE DUE DATE (I.E. NO LATER THAN 30 DAYS BEFORE THE COURSE COMMENCES) ALL REGISTRATIONS ALONG WITH PROVISIONAL HOTEL BOOKINGS WILL BE CANCELLED   UNLESS SPECIAL ARRANGEMENTS ARE MADE.

Please ensure that the payment covers all wire transfer fees for the sending and receiving bank.

CANCELLATION POLICY:
* Cancellations before the registration deadline will receive a full refund.
* Cancellations after the registration deadline will be charged 50% of the total fee, except that:
* Cancellations 10 or fewer days before the course shall be charged 75% of the fee

WE RESERVE THE RIGHT TO CANCEL THE COURSE WITHIN 20 DAYS OF THE COURSE DATE.

General Data Protection Policy (GDPR)
JC&A is committed to data privacy and protecting your personal information. By submitting your email address during the event registration process, you agree that JC&A and its partner Luiss University may send you event-related information and that you will be added to our mailing list for this and future events.   A valid email address is required for all registrations. JC&A uses the personal data you provide in this registration for administering your participation in this event. This may include information about the event's content, event logistics, payment, updates, and additional information related to the event. JC&A may disclose your personal data to third party service providers engaged by JC&A to assist in the conduct of the event (e.g. hotel, embassy for Visa purposes).   Except as described herein, JC&A not disclose your personal data to any other third party without your consent except where required to do so by law.