

Registration fees

MEMBER STATES: Prior to online registration, ICAO requires an official letter of nomination from your Authority to fal@icao.int; an online code will follow upon receipt.

Category	Fee (U.S.\$)
Member State Representatives (official letter of nomination from Authority required)	Free of Charge (Voucher Code Required)*
Speakers and moderators TAG/TRIP Members and Observers	Free of Charge (Voucher Code Required)*
ICAO Staff Members and Resident Delegations	Free of Charge (ICAO email address required)
International Organizations (as listed by ICAO)	U.S.\$ 900.00
Academia (proof of status is required)	U.S.\$ 150.00
Airline / Airport Authorities	U.S. \$ 995.00
Vendors (Sponsors-Exhibitors): Four (4) free delegate passes <i>Please note that industry members must be exhibitors in order to participate</i>	Free of Charge (Voucher Code Required)*
<i>Additional participants in above categories</i>	U.S.\$ 750.00
Media Partners and Supporting Organizations (two per category)	Free of Charge (Voucher Code Required)*
<i>Additional Representatives</i>	U.S.\$ 900.00
Media / Press (Accreditation process required)	Free of Charge (Voucher Code Required)*

TO REQUEST YOUR VOUCHER "CATEGORY" CODES CONTACT:

- ACADEMIA fal@icao.int
- VENDORS icao-trip-events@icao.int
- MEDIA PARTNERS icao-trip-events@icao.int
- INDUSTRY ASSOCIATIONS icao-trip-events@icao.int
- MEMBER STATE REPRESENTATIVES (see note above on nomination letter) fal@icao.int
- SPEAKERS, TAG/TRIP MEMEBERS/OBSERVERS fal@icao.int

Cancellation Policy

1. If you wish to cancel your participation, login to [My Events](#) account and select "ICAO TRIP SEMINAR BENIN"
2. Registrants who are unable to attend the event will receive a refund (less 30% of the registration fee for administrative charge – minimum charge of \$100) on cancellation requests received 14 calendar days prior to the event starting date. Regrettably, NO REFUNDS will be granted thereafter.

*A substitute registrant **CANNOT** be designated in lieu of the original registrant.*