



**ISGA2015**

## **INSTRUCTIONS FOR USING THE POSTER PRINT SERVICE**

In case you are interested in using the poster print service, please follow these instructions:

### **SERVICE DESCRIPTION**

This service includes:

- Printing (the poster will be printed in A0 size (1.20x 0.90))
- Hanging (our staff will hang your poster in the posters display area)
- Packaging (you will receive your poster in a cardboard tube adequate for transportation)

**COST: 45€**

### **ORDERING**

If you would like to use this service, please follow the steps detailed below:

- Paying for the service
- Sending an e-mail to [info@isga2015.com](mailto:info@isga2015.com) including the poster in pdf format and the proof of payment

### **METHOD OF PAYMENT**

You can pay for this service through:

- **BANK TRANSFER**

You can make the payment in the following account **indicating** in the concept **full name**, your **REGISTRATION ID** and the concept **"ISGA XII-Poster payment"**.

**Account Name:** Universidad de Santiago de Compostela

**Bank Details:** Banco Santander, S.A. Calle Calderería, 54-56- 15.703  
Santiago de Compostela

**Bank Code:** 0049

**Swift Nº:** BSCHESMMXX

**Account Number:** 0049 2584 90 2214002210

**IBAN Number:** ES40 0049 2584 90 2214002210

**\*\*\* All banks charges are the responsibility of the participant and must be paid in addition to the 45€**

- **SELF- SETTLEMENT FORM**

You can find the self -settlement form in the following link

[https://matricula.usc.es/autoliquidacions/Frm\\_Economica\\_Autoliquidaciones.asp?lang=10](https://matricula.usc.es/autoliquidacions/Frm_Economica_Autoliquidaciones.asp?lang=10)

Please fill in your personal data. Select the name of the Congress in the **"CONCEPT"** pull-down menu.

Fill in the **"AMOUNT"** **45€**.

**\*\*\* All banks charges are the responsibility of the participant and must be paid in addition to the 45€**

Please, also include in the **"COMMENTS"** area the concept "Poster payment" as well as your REGISTRATION ID.

**SEE BELOW!!**

- Sections
- Self-settlement**
- Search self-settlement
- Support and assistance
- FAQ
- Help

### Self-settlement form. New settlement.

To make a payment of self-assessment covering the personal data and self-assessment data and click the Next button to access a new screen where you can make the payment with your credit card.

#### Personal data

DNI

\*Name:

\*First Surname:

Second Surname:

Email:

**IMPORTANT!!!**

**Details of the Self-settlement**

Concept:

\*Amount:  €

Comments:

#### Security

