

Frequently Asked Questions

We are always happy and ready to answer all your questions. However, before writing to us, please take a moment to see, if the answer to your question is already here.

Q. Where will the conference take place?

A. The Annual Conference will take place at **Hotel The Lalit Ashok**, Kumarakrupa Road, Bengaluru, India.

Q. What is the registration cost?

A. All conference registration costs will be listed on the registration page of the Conference website and brochure.

Q. Can our organisation register for the conference, even if we have not yet finalized the name of the attending delegate(s)?

A. Yes! The registration form can be sent to us at (events@iodglobal.com) without the name(s) of the attending delegate(s). In the names section of the registration form please use "TBA" (to be announced). The name(s) can be provided, up to 7 days prior to the event.

Q. What is the method of payment?

A. We accept all major credit cards - VISA, Mastercard, AMEX, RuPay Debit etc. We also accept payment via bank transfer. If you would like to pay using bank transfer, please indicate that you need a "proforma invoice" on the registration form.

Q. Can I register online?

A. There is a possibility to register online. In this case please provide the full details on the online registration form and your contact number in international format. The registration department will contact you immediately to assist you on how to proceed with the registration fees payment.

Q. Can I attend the conference for only one day?

A. In case you are not available for both days you can attend the event for just 1 day. You will be required to pay 70% of the full participation fees. The full conference materials will be handed over to you at the conference.

Q. Can I split the 2 days with a colleague?

A. If you make full payment you can split the 2 days with a colleague. As a very special case, you may attend day 1, whilst your colleague could attend day 2 or vice versa. However you need to get approval of the conference organisation committee. Although this is not preferred, but may be accepted. Please note, for you to get the full benefits of the event, it is advisable to attend both days.

Q. Is substitution possible?

A. In case you will not be able to attend the event after registration for whatever reason, you can send a substitute to replace you, at no extra cost. The name of the substitute should be provided at least 5 days before the event.

Q. Is there the possibility for a group discount?

A. Yes, there is official discount on group registration. Group discounts are given in the conference brochure. Or please contact our registration department: events@iodglobal.com .

Q. Will there be discounted hotel reservations?

A. In general, we negotiate a reduced rate in the conference hotel where the conference is being held.

Q. Can I get an invitation letter, to acquire a VISA in order to attend the event?

A. If you require a visa in order to attend a conference, we can issue you an official invitation for the application of a VISA, only after FULL payment of the participation fees has been made.

Q. What is included in the participation fees?

A. Fees are inclusive of the 2-day conference/workshop, materials, lunches, snacks, refreshments and networking dinner. If not stated, the hotel and travel expenses are NOT included in the participation fees.

Q. What is the dress code for the conference?

A. Just like every business meeting the dress code is professional. In most industries, professional dress means wearing a suit – slacks or skirt, button shirt, and a matching jacket. Dress codes are acceptable as long as it conforms the local business environment.

Q. What is the dress code for Awards dinner?

A. Suitable dinner wear or party dress / National Attire.

Q. What should I bring to the conference?

A. Come prepared with notes and possible questions you would like to ask the speakers. The agenda will be provided in hard copy to all participants at the event. You can bring your laptops / tablets, to the conference room. WIFI will be made available in the conference room.

Q. Why should I pay participation fees? Isn't it too expensive?

A. Our events are well designed and particularly organized to bring senior level management and key decision makers in the industry under one roof. Networking with such professionals at our event does not only give you easy access to have one on one meeting but also to benefit from their vast experience and diverse industry knowledge rather than free events whose presentations are mostly sales pitch and related to particular services or solutions. Unlike free events, our events are organized in 4-5 star hotels with excellent catering services to create a conducive business environment for effective networking.

Q. Do the registration rates include or exclude GST?

A. All registration rates quoted include GST at 18%

Q. Can I cancel my registration?

A. Yes. to cancel your registration, contact the IOD Event Dept. or send email at events@iodglobal.com. Cancellations made up to 30 days prior to the event will be refunded in full, less bank and administration charge of 10% Cancellations made in less than 30 days prior cannot be refunded.

Q. Can I purchase tickets when I get to the meeting?

A. A limited number of tickets for events may be available at the registration desk, however, we can accommodate limited tickets on-site.

Q. Can I bring my partner with me?

A. You are welcome to bring your spouse at the conference. There is limited additional cost for such guests to join the meals and the Awards Dinner.

Q. Are slides available after the conference?

A. Unless the speaker has asked us not to share, you'll be able to access all presentations, once you've submitted your feedback form.

Q. Any opportunities for promotion / branding

A. If you are interested in sponsoring an event or any other promotional activities, contact Event Dept. at events@iodglobal.com

Q. My question is not listed here. Whom do I contact?

A. Please contact at events@iodglobal.com; for any further assistance.

For More Details, Please write to us: events@iodglobal.com