

**Application form for inviting the Annual Conference
of the Neurological Society of India.**

Name and address of member inviting the Conference [with PIN Code & Tel. Nos./Fax/Email]

Proposed Organizing Secretary and his address [with PIN Code & Tel. Nos./Fax/Email]

Institution / Site where the conference is to be held [with full postal address and Tel.Nos./Fax/Email]

Air, Rail & Road connections available.

Facilities available:-

- a) No. of conference halls and their seating capacity for conducting concurrent sessions.
- b) Audio/Video/Visual facilities.
- c) Electricity and alternate arrangements
- d) Facilities for transportation including proposal arrangements from railway station / airport transfers; local transport to venue & social functions from approved places of stay.
- e) Hotel / Hostel / Guest House accommodations available.
- f) Facilities for catering services.
- g) Telephone facilities.
- h) Facilities available for conduct of cultural programmes
- i) Accommodation Tariff:
- j) Subsidised package for Neuro-nurses meeting:
- k) Subsidy payable to Neurology India:
- l) Manner in which savings would be spent:

Space available for -

- a] Posters / exhibits
- b] Exhibition stalls for drugs / instruments
- c] Sale of CME books
- d] Registration
- e] Society's office

Brief description of Historic places

1. No. of Neuroscientists available for helping the Organizing Secretary for efficient conduct of the conference.
2. Certificate from the President & Secy. of the Neurosciences Group of the city.
3. Proposed registration fee
4. Any special information
5. Recommendation of head of Institution [when venue is in an Institution]

Date:

Signature

Rules regarding NSI Annual Conference

As per the decision taken the executive committee the following commitments should be agreed to in writing by the local Neuro club making a bid to hold the annual conference of the NSI from 2003

- **Rs. 10,000/- will be paid per stall to Neurology India**
- **15% of the profit or Rs 1lakh whichever is more, will be paid to NSI**
- **25% of the registration fees will be paid to NSI**
- **50% of the CME Registration fees will be paid to the CME convenor**
- The conference accounts will be audited by the auditor of the NSI and the Organising Secretary will provide all supporting documents requested for, in this connection, by the auditor. These expenses will be met by the Organising committee.
- The registration fees will be sent by the delegate directly to the Treasurer, NSI and not to the Organising Secretary. Spot registration fees will again be paid to the Treasurer NSI and not to the Organising Secretary. In case the amount collected by the Treasurer NSI is more than that which would have accrued to the NSI the Treasurer, NSI, will return the excess amount collected.
- To facilitate smooth running of the conference the NSI will advance as loan an amount of up to Rs. 3,00,000/- if requested for, by the Organising Secretary
- This amount will be returned by the organising secretary to the Secretary NSI before March 31st of the next year.
- On being selected as the organising secretary this agreement will be signed by the Organising Secretary and the Secretary NSI.