



Registration International Lectures 4th Service Management Congress

I hereby register myself for the 4th international Service Management Congress, organized by Prof. Dr. Markus Launer, Faculty H, as a speaker and for submitting a research paper.

Speaker: Title / Name

University address: University
Street address
Zip Code / City
Country
E-Mail
Business Phone

Private address: Street address
Zip Code / City
Country
Private Phone
Tax number

I will submit a paper on the theme _____
(Title of the paper can be changed anytime)

I will present online on the theme _____
(Theme is final and will be published in the program with your name/title/university)

Yes, I want a short version of my presentation as video (MP4)

I understand, that my submitted paper will be published in a conference proceeding. My online presentation will be recorded and stored publicly.

Signature

Date

Formats

- ___ Full papers (research papers): 8-10 pages, usual review process
- ___ Short papers (project contributions): 4–6 pages, assessment by practical relevance
- ___ Student contributions: 4–6 pages
- ___ Interactive formats: 2–4 pages description of the topic, actors, artists and designers performances; assessment according to thematic relevance

I am a

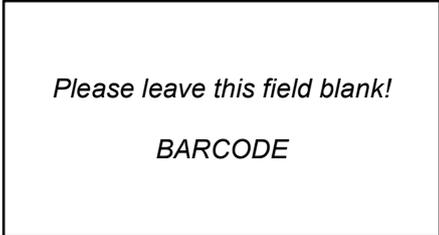
- ___ Professor
- ___ Researcher, Post Ph.D., Ph.D. student
- ___ Lecturer, teacher
- ___ Students (university, Vocational school)
- ___ Artist, designer etc.
- ___ Expert, please specify _____
- ___ Other, please specify _____

Brief Abstract / idea what you will be presenting and submitting as a paper

.....
.....

Please enter all information in block capitals.

Ostfalia University of Applied Sciences
Braunschweig/Wolfenbüttel University
Faculty H: Trade & Social Work, Mrs. Kreis
Salzdahlumer Str. 46/48
38302 Wolfenbüttel



Invoicing of Guest Lectures

General ledger account: 63800 Tax code: _____ Hdz.: _____ (Statement of 1 Dec)

Remuneration for the **guest lecture** should be taken from the following cost centre or funds:

Faculty H International lectures by Prof. Dr. Markus Launer

Cost Centre:

Funds:

I am:

- a small business owner (only applies for persons working in the country)
- a private individual (German national)
- a private individual (foreign national)** (reverse charge of the payment recipient (Ostfalia) in the case of persons working abroad)

Surname, first name: _____

Street: _____

University, Country

Post code/city: _____

Job title: _____

Relevant tax office: _____

Email address: _____

Personal Tax number: _____

CREDIT in accordance with Section 14 paragraph 2 sentence 2 of the VAT Act – settled by the payment recipient
In accordance with our agreement you have been credited for the guest lecture you gave and submission of a paper.

Amount: € _____

(in letters: _____ €...)

This satisfies all claims from Ostfalia (including, for example, travel costs, accommodation, meals etc.).

The lecture on **Digital Trust and Intuition_(International lectures Faculty H)**

took place on **November 10-12,2020** in the period from 9.00 to 18.00 – a total of **1_ hours**. (No payment can be arranged without this information.) **incl. submission of a paper & presentation online at International Lectures at Faculty H.**

We will transfer the amount to be credited to the following bank account:

IBAN: _____

Additional information for payments made to foreign countries:
Bank name and address: _____
BIC/SWIFT: _____ Account No. _____ where applicable ABA/routing/sort code: _____

.....
Signature of the person who gave the lecture

I hereby certify that the above mentioned lecture took place and the payment is correct:

.....
Prof. Markus Launer
Signature of the contracting entity (Ostfalia), date

.....
Johanna Meyer
Calculation and all details are correct (assistant)