



SMEtoLEAD Training Sessions Registration Form

Join our free of charge training sessions and become successful coordinators of European Commission Framework Programme (FP) Projects!

The number of available spaces is limited to 30. Book early if you want to ensure your participation! Booking is required to attend the training session.

I would like to register to the **13-14 December 2007** training sessions to be held at AMCSIT.

Venue Managerial Agency for Scientific Research, Innovation and Technological Transfer (AMCSIT) – POLITEHNICA BUCHAREST, Splaiul Independentei, Nr. 313, Corp Rectorat, AN 031, Romania.

| | | |
|---------------------------------|---------------------|--------------------|
| MR/MRS/MS/MISS/DR | FIRST NAME | FAMILY NAME |
| POSITION IN ORGANISATION | ORGANISATION | |
| ADDRESS | | |
| CITY | POST CODE | COUNTRY |
| PHONE | FAX | EMAIL |

Mandatory questions

Are you an SME¹

Yes

No

Your previous experience of Framework programme projects:

- My SME has already participated in an FP project as a partner – Y/N
- My SME has already participated in an FP project as a coordinator – Y/N

If so, are you currently involved in an FP project? If yes, at what stage?

- Proposal stage
- Project first half
- Project second half
- Project exploitation phase
- My SME never participated

Please select the **module(s)** you wish to attend:

Module 1 (13 December): Proposal Preparation to Contract Negotiation

Module 2 (14 December): Project Launch to Mid-term Assessment

Only 1 participant per organisation can attend. A second person may be accepted, depending on availability of places, please fill in a conditional form for the 2nd person.

Please **return** this form filled in **by 5 December** by email to info@smetolead.org or by Fax: + 40 21 402 97 50.

For more information visit www.smetolead.org/training.htm

Cancellations: Please cancel in writing (email or fax) one week prior to the event.

Substitutions: Are welcome at any time but must be confirmed by email or fax before the event. SME to LEAD reserves the right to cancel the workshop if necessary.



¹ **SMEs** are enterprises which employ fewer than 250 persons and which have an annual turnover not exceeding 50 million euro and /or an annual balance sheet total not exceeding 43 million euros. For the purpose of SMEtoLEAD only SMEs planning to exploit the results of the research & development projects are able to attend the training.