



## Registration

The following information aims to inform about different possibilities and registration terms, in order to make easier the browsing in the registration application itself.

To participate in the C'SPACE 2021:

- 1- You have to CREATE AN ACCOUNT
- 2- You have to REGISTER

### 1 – Create an account

If you already have an account, you have received your personal access code by email.

If this is your first visit on this website, you are not yet identified. So you have to click on the « **NEW** » button. Once your personal information are registered, you will automatically receive your access code by email.

You can check if you are already identified by filling in your personal information in the « ACCESS CODE FORGOTTEN » field.

#### 1.1 – Identity

To access the 1er RHP Camp de Ger military site, you have to fill in ALL the fields about your identity.

#### 1.2 – Participant under 18

Participants who will be under 18 on Saturday 13 July 2021 have to:

- Give the name of the adult who will be in charge of the participant during the C'Space
- Provide a disclaimer filled in and signed by the parents. The disclaimer will be sent as an attached document to the registration email.

Then it has to be sent back to Carte Blanche:

- by post to CARTE BLANCHE – 7 chemin En Barbaro – 81710 SAIX – France
- or by e-mail to [contact@cnes-edu-cspace.com](mailto:contact@cnes-edu-cspace.com)

### 1.3 – Club/Address

Enter the first letters of your club, company, organism... and click on the « Search » button.

If the name exists in our database, select your club, company, organism... and click OK. The address will be filled in automatically. If the address is not correct, you can modify it.

If that is not the case, create a new identity.

### 1.4 – Special situation

If you are a **volunteer**, supported by Planète Sciences, please contact [laurence.miroir@planete-sciences.org](mailto:laurence.miroir@planete-sciences.org) or [christine.bardet@planete-sciences.org](mailto:christine.bardet@planete-sciences.org) to get the « volunteer password » so that you can register.

If you are **responsible for a group** and you wish to pay once for several registrations, please tick « I am responsible for a group... » so that you can ask for a « basket ».

The person in charge of a group will then receive with his/her identification confirmation email THE code of HIS/HER basket that he/she will have to give to any person for whom he/she will pay the registration fees.

In his/her personal home page, the person in charge of a group will be then able to:

- follow the basket evolution
- pay and valid ALL the attached registrations

Once paid, the « basket » can no longer be modified.

### 1.5 – Public image copyright

You have to read and accept the conditions related to the renunciation of your public image copyright during the C'Space 2021.

## 2 – Registration

### 2.1 – Registration

Once you are identified on the C'SPACE 2021 website and if this is your first visit, you will directly access the registration form.

If you are already identified, you can access the registration form on your personal home page.

Registrations will be opened until : 28 June 2021 which is the deadline to send the registration list to the 1er RHP Camp de Ger.

## **Accommodation**

If you wish to be hosted on the 1er RHP Camp de Ger site, tick « YES » and choose the required nights. Beyond this date, the bedrooms will be assigned by the C'Space Secretariat.

## **Catering**

If you wish to take your meals on the 1er RHP Camp de Ger site, tick « YES » and choose the required meals.

## **Transport**

Planète Sciences will run shuttles (from SNCF Tarbes railway station /Airport Lourdes-Tarbes to 1er RHP Camp de Ger). These shuttles will be organized according to the information collected on the registration site. A few days before the C'Space you will be informed by email of the timetables.

## **2.2 – Template**

If you want to have the same stay as a already registered person of your club or company or organization..., please select the name of this person in the list box.

The information related to the accommodation, catering and transport will be automatically prefilled with the information given by this person.

Please note that you will be able to modify this information.

Please end your registration by filling out the « insurance & subscription » part.

## **2.3 – Registration modification**

No modification will be possible from 30 June 2021.

## **2.4 – Insurance and subscription**

You have to specify the insurance which will cover you in case of accident during the C'Space 2021.

If you are a member of a Planète Sciences club, you are covered by the insurance policy between Planète Sciences and the MAIF which covers the following risks: civil liability, individual accident, assistance repatriation, property damage, defense and resort. Planètes Sciences will verify that your club has updated its contribution.

You are a member of Planète Sciences, you can choose to be covered by The Planète Sciences insurance and you have to indicate your subscriber number. You will be covered by the insurance policy between Planète Sciences and the MAIF which covers the following risks: civil liability, individual accident, assistance repatriation, property damage, defense and resort.

If you are not a Planètes Sciences member, you have to certify that you are hold an individual insurance policy which covers the following risks: civil liability, individual accident, assistance repatriation, property damage, defense and resort. Nor Planète Sciences nor CNES will be responsible for any accident which may happen to you during the C'SPACE 2021.

You can join Planètes Sciences and pay this subscription online.

## 2.5 – Methods of payment

All C'SPACE 2019 participation fees must be paid before 30 June 2021.

WARNING: Once the registration or the « basket » paid by your manager, you will not be able to modify your registration.

If you plan to change your registration, check « pay later ».

You can pay your registration:

- online by CREDIT CARD: only VISA, Eurocard and Mastercard credit cards are accepted for the online payment. The online payment is secure and made by a trustworthy third: Paybox®. During the online payment, you will be connected to the Paybox® website. Confidential data (credit card number with 16 figures, expiration date...) will be transmitted encrypted (coded) on THEIR server and are not known and not registered on our server.
- by CHEQUE payable in France made out to Carte Blanche – C'Space 2021 and to be sent to: CARTE BLANCHE – 7 chemin En Barbaro – 81710 SAIX – FRANCE
- by Grouped payments : tick the « Grouped payment » box and enter the « basket code » you have been sent by your club leader. The method of payment on the left changes automatically to « Grouped payment »

## 2.6 – Cancellation condition

Any cancellation request must be sent by email at [contact@cnes-edu-cspace.com](mailto:contact@cnes-edu-cspace.com)

The following cancellation fees will be applied:

- 8,00 € (administration cost) for any cancellation request received until 30 June 2021.
- No reimbursement will be made for any cancellation request received after 30 June 2021.

## 2.7 – Internet Charter

You have to read, print, sign and bring back the Internet Charter at the secretariat on the day of your arrival.

### Registration contact

> Carte Blanche <

7, chemin En Barbaro – 81710 Saix – France

Phone: +33 5 63 72 30 68 – Fax: +33 5 63 72 30 32 – Email: [contact@cnes-edu-cspace.com](mailto:contact@cnes-edu-cspace.com)