If you intend to submit a paper for the ASTIN COLLOQUIUM LISBOA 2016, you need to provide a **Synopsis** (using the template on the next page), complete this **Submission Form** and submit both to [astincolloquium2016@gmail.com](mailto:astincolloquium2016@gmail.com) by **Saturday 7 May 2016.** Synopses and submission forms must be sent as MSWord attachments, please do not supply them in the body of an email. You will be advised of the outcome and, if accepted, your abstract will be uploaded to the website.

**SUBMISSION FORM**

**Name: Company:**

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**E:**

**Title of Paper / Presentation / Session to appear in program:**

**Author/s:**

**1. 2.**

**3. 4.**

What will your final submission be? Presentation and Paper Presentation Only

If selected, what level of knowledge will delegates attending your session require? (please select only) one

No prior knowledge General industry knowledge assumed Technical/specific industry knowledge assumed

**Note:** If you are asked to present at ASTIN COLLOQUIUM LISBOA 2016, it will still be necessary for you to register and pay to attend the Colloquium. IAP does not subsidies, discount, pay for, or extend special registration offers for presenters or delegates.

**ABSTRACT**

**(TITLE OF PAPER / PRESENTATION TO APPEAR IN PROGRAM)**

***(Name of Author/s)***

**Key words:** (enter up to 8 key words applicable to your abstract / paper / presentation)

**Purpose of your paper:** (To assist delegates / readers searching for your paper on the website after the event, please enter a brief description (maximum 220 characters) on the purpose of your paper.)

**Abstract:** (Place text here using font size Calibri (Body) 11)

**Note:** If you are not presenting a paper for this Colloquium, please include as much detail as possible in your Abstract (maximum three pages) to enable delegates to prepare for your session.