**Civil Law Seminars 2014
EJTN Civil Law Sub-Working Group**

**APPLICATION FORM**

***Cross-border Inheritance Law***

 *Please complete the following form electronically and in English, and return it within the requested deadline to the competent institution within your country (EJTN member/contact point).*

*For any question related to the implementation of the present seminar, please send your queries to* *sara.sipos@ejtn.eu**.*

1. **PROFESSIONAL DETAILS**

**Surname:**       **First name(s):**

**Functions:**

 **[ ]  Investigating judge [ ]  Administrative Judge** [ ]  **Other (please specify:**     **)**

**Length of service:**

**Cases primarily dealt with: [ ]  Civil cases [ ]  Criminal cases [ ]  Administrative cases** [ ]  **Others (please specify below)**

**Name of the Court/ Institution:**

**Type(s) of cases you predominantly handle (i.e. general civil and/or criminal cases, administrative law cases, specialisation in specific legal areas such as tax law, human rights, asylum law, environmental law, etc.):**

1. **LANGUAGE SKILLS**

 **The seminar and ensuing practical activities will take place in English. Although interpretation may, in specific cases, be provided, a good command of the English language is required.**

**Please indicate your level of proficiency in English:**

(1: basic, 2: fair, 3: good, 4: very good, 5: mother tongue)

Language: English

Written: [ ]  1 [ ]  2 [ ]  3 [ ] 4 [ ]  5

Spoken: [ ]  1 [ ]  2 [ ]  3 [ ] 4 [ ]  5

1. **MOTIVATION**

**Please briefly explain your motivation to take part in this seminar and describe your background knowledge of and/or contact with issues of Inheritance Law in your professional work.**

1. **ADMINISTRATIVE INFORMATION**

**Attention! Please make sure that the information provided is legible and correctly spelt as it will be used by the EJTN for further correspondence, as well as for issuing the Certificate of Participation.**

**[ ]  Mrs** [ ]  **Ms** **[ ]  Mr**

**Surname:**

**First name(s):**

**Nationality:**

**Court/Prosecution Office/Institution of origin:**

**Professional address:**

**Personal address:**

**Tel office** *(mandatory)***:**

**Mobile** *(recommended)***:**

**Professional e-mail** *(mandatory)***:**

**Personal e-mail[[1]](#footnote-1)** *(recommended)***:**

**Fax:**

**ANNEX 1**

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| **Presentation & Requirements for the SeminarCROSS-BORDER INHERITANCE LAW** |

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| **Activity** | ***Cross-border Inheritance Law*** EJTN Civil Law Sub-Working Group & Judicial Training Institute (IFJ) of Belgium |
| **Dates** | **Monday, 8 December** (09:00 - 17:00) – **Tuesday, 9 December 2014** (09:00 – 12:30)  |
| **Length** | 1.5 days |
| **Place** | Judicial Training Institute - L’Institut de Formation Judiciaire (IFJ) - <http://www.igo-ifj.be>Avenue Louise 54, 1050 Brussels, Belgium |
| **Target group** | Judges  |
| **Number of places available** | **54 EU judges - maximum 2 candidates per country**  |
| **Aim** | The purpose of this event is the dissemination of a wider knowledge on instruments and practices currently applying to “Cross border inheritance law” cases at EU and international level. To this aim, experts in the subject matter will handle highly focused presentations, in addition, workshops on practical cases will be organised to favor the debate among the audience and to open a wider dialogue on the proposed issues.Moreover, to favor the exchange of best practice and information, five preselected participant will be invited to present one standard practical problem or a legal specialty in their country (5-10 minutes length). |
| **Format**  | This event is open to judges and prosecutors from the different EU Member States and will comprise presentations/lectures followed by discussion forums, as well as workshops on specific case-based issues. |
| **Language requirements** | English – good working knowledge |
| **Financial conditions** | **Foreign Participants:** * A daily allowance/per diem of **€ 174**
* International travel costs will be reimbursed up to **€ 400**

*Please note that expenses associated with private car travel will only be reimbursed up to 1.200km (return trip) and on the basis of the fixed formula of No of km X 0.22€ (i.e., up to the value of 264€).* **National Participants:**- Reimbursement of all costs on the basis of the real costs incurred throughout the event**In order to be reimbursed for their travel and subsistence costs, the participants must send to the EJTN, by post and within 3 weeks following the activity:** **1.** *Participants who do not reside in the country where the seminar is to take place(foreign participants):*(a) original boarding passes/train/bus tickets(b) the travel invoice (indicating the price paid for the travel tickets) (c) a copy of the travel itinerary**2.** *Participants who reside in the country where the activity is to take place (national participants):*The reimbursement of national participants is based on the *real costs* incurred by the participants during the seminar. In order to be fully reimbursed, participants are required to send to the EJTN original receipts and invoices of all costs incurred throughout the seminar (meals, accommodation, transport, etc.) |
| **Accommodation** | * Participants are responsible for booking their own accommodation. The hosting institution’s “Promoter Form” provides participants with a list of suggested hotels for the duration of the seminar.
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1. Due to some strong firewalls, emails sent to professional addresses might not reach you. It is therefore convenient to also mention your personal email address to make sure you receive the appropriate information in due time. [↑](#footnote-ref-1)