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| **REGISTRATION FORM** 註冊表格 |

Please contact the **APeHRC 2016 Conference Secretariat for any enquiries. 如有任何問題，請與APeHRC 2016 大會秘書處聯絡。**

Office Address: c/o International Conference Consultants Ltd., Unit C-D, 17/F, Max Share Centre, 373 King's Road, North Point, Hong Kong

公司地址:國際會議顧問有限公司 香港北角英皇道373 號上潤中心17樓C-D室

Tel 電話:  (852) 2559 9973     Fax傳真:  (852) 2547 9528     Email 電郵: [APeHRC2016@icc.com.hk](mailto:APeHRC2016@icc.com.hk)  **20160531**

**Personal Information 個人資料 (請以英文填寫以下表格)**

Title稱謂:  Prof. 教授  Dr. 醫生/博士  Mr. 先生  Mrs. 太太 Ms. 女士  Others, please specify其他, 請註明:

Family Name姓氏:       First Name名字:

Position職稱:

Department部門:

Institute機構:

Address地址:

City/Region/State城市/地區/ [州份](http://zh.wikipedia.org/zh-hant/%E7%BE%8E%E5%9B%BD%E5%B7%9E%E4%BB%BD):       Postcode郵政編號:       Country國家:

Tel (incl. international and area code) 電話(包括地區編號):

Mobile Tel (incl. international and area code) 流動電話(包括地區編號):

Fax (incl. international and area code) 傳真(包括地區編號):

Email電郵:       *Secondary Email*備用電郵:     

*(Email is required for future communication.* 用作大會日後的通訊)

**REGISTRATION FEE 註冊費用**

Early Bird Rate (on or before 3 June 2016) 早鳥優惠價 (2016年6月3日或之前): **HK$1,400 (US$180/RMB1,200)**

Regular/On-site Rate (after 3 June 2016) 正價/現場價 (2016年6月3日後): **HK$1,600 (US$205/RMB1,400)**

Full Time Student 全日制學生: **HK$500 (US$65/RMB420)** (Full time student ID card must be presented as proof. 全日制學生証須於註冊時一并提供。)

**HOTEL ACCOMMODATION 酒店住宿**

I need assistance in making hotel accommodation in Hong Kong. Please send me details.

本人需要大會協助預訂酒店房間，請將有關資料發給我。

**PayMENT Declaration 付款聲明**

I hereby agree to be bound by the rules and regulations of the Conference and would like to settle the payment by 本人同意遵守會議的條款，並會以下列方法支付: **Registration Fee 註冊費用 HK$**

**Cheque or International Bank Draft** in Hong Kong Dollars payable to “**International Conference Consultants Ltd.**” and mail to the Conference Secretariat with the above address.

港幣銀行支票或銀行匯票，支票抬頭「**International Conference Consultants Ltd.**」並郵寄至會議秘書處 (地址詳見表格上方)。

Please contact the Conference Secretariat if you have difficulties in arranging Hong Kong Dollar cheque or bank draft (for overseas participant only). 如於安排港幣支票或匯票時有任何問題，請與會議秘書處聯絡(只限外國參加者)。

**RULES AND REGULATIONS規則及條款**

1. Registration form without payment will NOT be processed. Please do NOT send cash. 秘書處不會處理沒有付款的註冊表格，請勿郵寄現金。
2. Conference Secretariat will send a letter of confirmation by email upon receipt of your registration form and full payment. 會議秘書處會於收到註冊表格及完成付款程序後，以電郵發出確認信。
3. Cancellations must be made in writing to the Conference Secretariat and the refund will be made after the conference. If cancellation is received **on or before 7 June 2016**, 50% of the registration fee will be refunded. Thereafter, there is no refund of registration fee. Please note that substitution is permitted on the basis that written notice is received before 7 June 2016. 如要取消註冊，請以電郵通知秘書處。退款會於會議後辦理。於**2016年6月7日或之前**取消，將會退回百分之五十的註冊款項。 於2016年6月7日之後取消，一律不設退款。如需替換參加者，請於2016年6月7日前以書面方式通知會議秘書處。
4. The programme is subject to change without prior notice. In the event of cancellation of the Conference, the only liability of the Organisers is to refund the registration fees paid. 議程變更恕不預先通知。若會議取消，主辦單位只會安排退還已付的註冊費。
5. All enquiries, changes and cancellations should be made in writing to the Conference Secretariat. 所有查詢、更改及取消註冊必須以書面通知秘書處。