

Registration Form

For registration enquiries, please email Chloe Cai at chloe.cai@sesallworld.com

Registration Fees	Early Bird Rate (Register & pay by 6 Mar 2017)	Regular Rate	Registration entitlements
Non-Members Rate	[] SGD 900	[] SGD 1000	Access to all conference sessions and the MTA2017 Exhibition. Includes a delegate bag, proceedings CD-ROM, lunch, refreshments, and dinner banquet.
Members' Rate (for Supporting Organisations)	[] SGD 800	[] SGD 900	
Students' Rate*	[] SGD 450	[] SGD 500	Access to all conference sessions and the MTA2017 Exhibition. Includes a delegate bag, lunch and refreshments.

*A faxed or scanned copy of your student card must be sent with your registration form to validate the booking and confirm that you are a full time student.

* A 7% Goods & Services Tax (GST) is applicable to all companies in Singapore.

Submit this form via:

1. Fax to : **(65) 6233 6633**
2. Email to: chloe.cai@sesallworld.com
3. Mail to : **SINGAPORE EXHIBITION SERVICES PTE LTD**
10 Kallang Avenue
#09-16 Aperia Tower 2 Singapore 339510
Attention: ICOPEN2017 Registration Desk

Delegate's details

Please make copies of this form to register additional delegates.

Name : _____

Designation : _____

Paper Title(s): _____

Company : _____

Address : _____

Tel : _____ Fax : _____

Email : _____

Contact person (for group registrations) : _____

Contact person's email : _____

Closing Date for Pre-Registration – 28 March 2017

After this date, please register personally on-site at Singapore Expo, on 4 April 2017. Onsite registration is subject to space availability.

Cancellations / Substitutions

Substitutions or registration fee refunds should be made before 28 March 2017. Refunds may be subjected to an administrative charge to be borne by the registrant. No refunds will be provided for cancellations or no shows after this date.

FOR OFFICIAL USE ONLY

Date of form received: _____ Date of payment received: _____

Registration ID: _____

Mode of Payment

Please indicate clearly on your cheque/bank draft/telegraphic transfer which conference your payment is for. All bank charges and returned cheque charges must be borne by the delegate.

Bank draft / cheque, drawn on a Singapore bank account, made payable to Singapore Exhibition Services Pte Ltd.

Telegraphic transfer made to the account of Singapore Exhibition Services Pte Ltd. Please fax a copy of the payment advice upon arrangement of payment. **SGD40** should be added to the total fees to cover bank charges.

Our banker : Standard Chartered Bank
Battery Road Branch
6 Battery Road #01-01 Singapore 049909
Account number : 01-060-2565-1
Swift code : SCBLSG22XXX

Credit card. Please charge the amount of SGD _____ to my **AMEX / VISA / Mastercard** (circle where applicable)

Cardholder's name : _____

Card no. : _____

CVV code: _____

Expiry date : _____

Signature : _____

IMPORTANT

1. A confirmation notice will be sent via email to all registrants. If you do not receive any confirmation one week prior to the event, please contact Chloe Cai at chloe.cai@sesallworld.com
2. Attendance will only be allowed upon full receipt of payment.
3. The organiser reserves the right to refuse entry to any delegate as it deems fit.
4. The organiser will make every attempt to accommodate all registered delegates. However it reserves the right to stop registration before the closing date in the event of a full house. In the event of a full house, the organiser will contact unsuccessful delegates to arrange for a refund of any registration fees that may have been paid
5. Should there be a need to cancel the event, the organiser will refund delegates for registration fees paid, and will not be held responsible for any travel and/or accommodation costs incurred.
6. All visitors must be in proper attire. Those in shorts, bermudas, singlet or slippers will not be allowed entry. The organiser reserves the right to refuse entry to delegates who are not properly dressed.