



香港肛腸科學會
Hong Kong Society for Coloproctology

REGISTRATION FORM | OVERSEAS PARTICIPANT

International Colorectal Disease Symposium 2019

19 – 20 January 2019 | Hong Kong Convention and Exhibition Centre, Hong Kong

Surname		Given Name	
Title	<input type="checkbox"/> Prof <input type="checkbox"/> Dr <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms	Gender	<input type="checkbox"/> M <input type="checkbox"/> F
Institute / Hospital			
Address			
Job Position / Rank		Department	
Email Address		Mobile	
Tel No		Fax No	

Registration Fee

Category	HKSCP Member	Non-Member
Doctor	<input type="checkbox"/> HK\$3,000 (US\$400)	<input type="checkbox"/> HK\$5,000 (US\$650)
Oncologist and Radiologist Only (Day Registration)	<input type="checkbox"/> HK\$1,500 (US\$200)	<input type="checkbox"/> HK\$2,500 (US\$330)
Nurse	<input type="checkbox"/> HK\$1,000 (US\$130)	<input type="checkbox"/> HK\$2,500 (US\$330)
Allied Health	<input type="checkbox"/> HK\$1,000 (US\$130)	<input type="checkbox"/> HK\$2,500 (US\$330)

* HKSCP = Hong Kong Society for Coloproctology

* All the accepted abstract presenters can enjoy the HKSCP Member Rate.

* Discount will be given to Group Registration. Please write to Symposium Secretariat for details.

Payment Method

- All the payments are in Hong Kong Dollars (HK\$) or US Dollars (US\$) only paid by Telegraphic Transfer method:

Bank Name:	The Bank of East Asia
Bank Address:	Chaiwan Branch, 345 Chaiwan Road, Hong Kong
Account Name:	Hong Kong Society For Coloproctology Limited
Account No:	015 144 25 00443 0
Swift Code	BEASHKHH

- Please send the payment receipt to Symposium Secretariat by email (icds2019@gmail.com).
- Registration confirmation and official receipt will be emailed after receipt of full payment.

I hereby agree with the terms & conditions stated in the following page.

Signature:

Date:

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Terms and Conditions (Registration)

1. Each registrant should complete a separate registration form.
2. Registration received without payment will NOT be processed. Please do NOT send cash.
3. A letter of confirmation will be sent by email upon receipt of your registration and full payment. Kindly check the letter of confirmation. Any changes or alterations must be made in writing to the Symposium Secretariat.
4. Refund for cancellation of registration will be made and subject to the following deadline and administrative charge:

Cancellations received on or before 23 November 2018 (HK Time)	50% of the registration fee will be refunded
Cancellations received after 23 November 2018 (HK Time)	No refund

5. All cancellations must be made in writing to the Symposium Secretariat and the refund will be made after the Symposium.
6. The program is subject to change without prior notice. In the unlikely event of cancellation of the Symposium, the only liability of the Organizers is to refund all the fees paid.
7. The prevailing exchange rate is US\$1 = HK\$7.75 approximately. All the payments are in Hong Kong Dollars only.
8. The information provided in this form will only be used for the purpose of processing your registration and communicating with you on matters related to the Symposium.

Hotel Accommodation

The Symposium will be held at the Hong Kong Convention and Exhibition Centre. The organizer has reserved certain number of guest rooms at the following hotels. Reservation is on first-come-first-served basis.

If you need other room types/hotel or group booking, please write to Symposium Secretariat.

Hotel	Room Type	Room Rate Per Room Per Night ^		Travelling Time to Symposium Venue
		Single Room (with 1 breakfast)	Double Room (with 2 breakfasts)	
Grand Hyatt Hong Kong* (5-star)	1 King Bed / 2 Twin Beds Room	<input type="checkbox"/> HK\$2,918	<input type="checkbox"/> HK\$3,236	Adjacent to the Symposium Venue (connected)
Renaissance Harbour View Hotel* (5-star)	Garden View Room	<input type="checkbox"/> HK\$2,390	<input type="checkbox"/> HK\$2,580	
The Harbourview* (3.5-star)	Premier Room Plus	<input type="checkbox"/> HK\$1,000	<input type="checkbox"/> HK\$1,100	Opposite to the Symposium Venue (5-min walk)

^The rate is subject to 10% service charge and prevailing government tax (tax is 0% as of today).

Terms and Conditions (Hotel Accommodation)

1. The room rates will be charged in Hong Kong Dollars (HK\$). Prevailing exchange rate is US\$1 = HK\$7.75 approximately.
2. To enjoy the special room rates, participants should make the reservations through the Symposium Secretariat. Credit card details are required to secure your booking.
3. Hotel reservations will be taken on a first-come-first-served basis and will be subject to room availability. Therefore room availability and special room rates cannot be guaranteed for reservation pending on the actual room status.
4. The above hotel rates are only valid during the symposium period for participants attending our symposium. All bookings for days outside the Symposium period will be subject to availability.
5. One night's cancellation fee if cancellation is received by Symposium Secretariat on/before **30 November 2018**.
6. Cancellation or booking changes after **30 November 2018 or No Show** will result in full room charges for the entire period of stay.
7. All enquiries, changes or cancellation of reservations should be addressed to Symposium Secretariat (NOT directly to the hotel). Participants have agreed to abide by the terms and conditions of hotel reservation upon submission of hotel reservation.

Symposium Secretariat Contact

Website:	www.icds-hk.org	Email:	icds2019@gmail.com
Tel:	+852 2115 8435	Fax:	+852 3753 0118
Address:	Unit 1202, Hillwood Centre, 17-19 Hillwood Road, Tsim Sha Tsui, Kowloon, Hong Kong		