

**Asian Logistics and Maritime Conference
Optional Side Programme to Xiamen
8-9 November 2013**



**APPLICATION FORM
APPLICATION DEADLINE: 11 OCT**

IMPORTANT:

- Please complete the application form and email to phoebe.py.man@hktdc.org or fax to 3915 2463 (Attn: Ms Phoebe Man, Service Promotion, Hong Kong Trade Development Council).
- This program is open to participants of Asian Logistics and Maritime Conference 2013 and companies of a relevant business nature and the HKTDC reserves the right to shortlist the mission delegates at its sole discretion. Applicants will be informed by 11 October of the registration status. Please refer to Part IV for payment details.
- Participants are responsible to acquire the necessary travel documents for travelling to China at participants' expense but are advised to apply them after the participant's place is confirmed by HKTDC on 11 October 2013.
- Once the quota is filled up, registered participants will be put on a waiting list. Waiting list participants will receive email notifications if spots are opened up by mid-October.
- The mission programme in China will be conducted in Chinese, supplemented with English.
- Fields marked with an asterisk (*) are required fields.

Enquiry

Mr Alex Lau,
Marketing Officer, Service Promotion
Tel : (852) 2584 4355
Fax: (852) 3915 1420
E-mail: alex.pk.lau@hktdc.org

Ms Angela Yau,
Assistant Manager, International & Mainland Relations
Tel : (852) 2584 4050
Fax: (852) 2270 5804
E-mail: angela.km.yau@hktdc.org

Part I Delegate Information

(Information will be used in delegation-related printed materials)

* Name (Eng)	<input type="checkbox"/> Mr <input type="checkbox"/> Ms <input type="checkbox"/> Mrs <input type="checkbox"/> Other
Name (Chi)	
* Company / Organisation Name (Eng)	
Company / Organisation Name (Chi)	
* Position (Eng)	
Position (Chi)	
* Tel	
* Fax	
* Email	

Part II Contact Person Information (if different from above)

Name			
Position			
Direct Tel		Direct Fax	
E-mail			

Part III Flight & Hospitality Arrangement

* Choice of Flight

Economy class airfare of the recommended flight schedule

Dragonair, Flight KA618, 8 November 2013 (Friday)

(Depart from Hong Kong at 09:45 / Arrive at Xiamen at 11:05)

Dragonair, Flight KA605, 9 September 2013 (Saturday)

(Depart from Xiamen at 19:50 / Arrive at Hong Kong at 21:20)

* Name as shown on Travel Document (English)

Name as shown on Travel Document (Chinese)

* Passport Type (Please specify: _____)

* Travel Document No.: _____

Hotel

Macro Polo Xiamen / Sheraton Xiamen Hotel (TBC)

Choice of Room (subject to availability)

Single Room

Twin Room

Smoking Room

Non-Smoking Room

Others: _____

Meal Preference

Food Allergy (Please specify: _____)

Vegetarian

Others (Please specify: _____)

Part IV Participation Fee & Payment Method

With airfare	HKD 5,900 USD 760	Includes economy class air ticket, 1 night hotel accommodation, local transportation, meals and networking events. The minimum group size is 10 passengers with the same flight itinerary as stated in the programme. Travel insurance is <u>NOT</u> included.
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Remarks:

- Final participation fee may subject to change according to the actual fares (incl. tax and surcharges) on ticket issuance date.
- Travel insurance are excluded in the participation fee. Participants are required to arrange travel insurance if needed.
- Participants shall be responsible for the costs and charges in connection with their request to change any transportation arrangement and/or hotel room reservation.
- Delegates are kindly requested to settle their incidental expenses when checking out the hotel.

<input type="checkbox"/> By Cheque	Cheque No.:
	Amount (HK\$):
Please return completed application form with a crossed cheque made payable to " Hong Kong Trade Development Council " to 38th Floor, Office Tower, Convention Plaza, 1 Harbour Road, Wan Chai, Hong Kong (Attn: Ms Phoebe Man, Service Promotion).	
<input type="checkbox"/> By Bank Transfer	Account Holder: Hong Kong Trade Development Council HKD Account Number: 004-002-222701-001 USD Account Number: 004-002-7-642925 Bank : The Hongkong & Shanghai Banking Corporation Limited Bank Address : 1 Queen's Road Central, Hong Kong Swift Code : HSBCHKHHHKH
	IMPORTANT NOTES: <ul style="list-style-type: none"> For payment verification, please submit proof of payment, together with this acknowledgement slip, to the HKTDC, by fax: (852) 3915 2463, or via e-mail: phoebe.py.man@hktdc.org Please quote participant's name, company name and "Asian Logistics and Maritime Conference 2013 Side Programme" in the remittance message. All remittance charges are to be borne by the participant.
<input type="checkbox"/> By Credit Card	Please fill in the Credit Card Authorization Form and fax to (852) 3915 2463 or email to phoebe.py.man@hktdc.org . Note: The credit card will be charged at the time of submission and will be debited when the programme is confirmed on 11 October 2013.

Part V Business Information

Nature of Business

- | | | |
|---|---|---|
| <input type="checkbox"/> Sea Transport | <input type="checkbox"/> Air Transport | <input type="checkbox"/> Land Transportation |
| <input type="checkbox"/> Container Terminal | <input type="checkbox"/> Custom Broker | <input type="checkbox"/> Courier Service |
| <input type="checkbox"/> 3PL/4PL | <input type="checkbox"/> Storage Services | <input type="checkbox"/> Logistics Management & Consultancy |
| <input type="checkbox"/> Packaging | <input type="checkbox"/> Manufacturing | <input type="checkbox"/> Others (please specify): _____ |

What kind of market information would you like to obtain?

Any other interested areas?

We (Name of Company)

Hereby apply for joining the Optional Side Programme to Xiamen and agree to be bound by the provisions of all documents forming part of the Application Form, including but not limited to, the attached Conditions of Participation. We understand that the above mentioned information will be included into the Hong Kong Trade Development Council's databank and **the Council can make use of the information for trade promotion purposes, including the printing of delegation brochure.** We accept that the Hong Kong Trade Development Council bears no responsibility for any error or omission.

Name

Position

Date

Company Stamp & Authorised Signature

CONDITIONS OF PARTICIPATION

1. DEFINITIONS

In these Conditions of Participation and the Application Form, save as the context otherwise requires:

"Applicant" means the company named in Section I of the Application Form.

"Application" means the application by the Applicant to participate in the Delegation, made by submitting the Application Form together with all necessary payments to the Council.

"Application Form" means the application form to which these conditions are annexed.

"Conditions" means these Conditions of Participation as amended by the Council from time to time.

"Council" means the Hong Kong Trade Development Council.

"Delegate(s)" means the individual(s) named in Section I of the Application Form who is/are nominated by the Participant to attend and represent it in the Delegation.

"Executive Director" means the Executive Director appointed by the Council from time to time;

"Hong Kong" means the Hong Kong Special Administrative Region of the People's Republic of China.

"Delegation" means the Delegation named in the Application Form.

"Participant" means the Applicant after its Application has been accepted by the Council.

"Participation Fee" means the amount(s) payable by the Participant to the Council for the right to participate in the Delegation, as specified in Section IV of the Application Form.

"Project Manager" means the project manager for the Delegation appointed by the Council.

"Publicity Material" means all and any promotional gifts, catalogues, pamphlets, advertising and publicity material whatsoever which the Participant wishes to display, distribute or use at or for the purpose of the Delegation.

"Related Companies" in respect of the Applicant or Participant means its holding companies, subsidiaries and subsidiaries of its holding companies.

2. ACCEPTANCE

(a) The Applicant must be a Hong Kong entity with a valid Hong Kong business registration certificate with substantial operations in Hong Kong.

(b) The Executive Director of the Council, on behalf of the Council, may in his absolute discretion accept or reject the Application.

(c) The Applicant represents and warrants that none of its Related Companies, associates, or persons or companies that are effectively under its control has applied to participate in the Delegation. The Council has an absolute discretion to reject the Application or withdraw its acceptance of the Application if the Applicant shall have breached this warranty and representation.

3. PAYMENT

Upon submission of its Application, the Applicant shall pay to the Council the Participation Fee.

If the Application is rejected, the Council will within 30 days of the date of notice of rejection refund to the Applicant the Participation Fee received by it from the Applicant without interest.

When the Application is accepted by the Council, the Applicant will become a Participant. If it subsequently wishes to withdraw its participation, it may do so by notice in writing to the Council whereupon the Participation Fee will be forfeited by the Council.

i. The Delegates shall settle with the hotel directly all charges incurred by them at the hotel when they check out from the hotel.

ii. The Participant shall indemnify the Council against all liabilities incurred by its Delegates in connection with the hotel or symposium venue and shall on demand pay to the Council immediately all amounts claimed by the hotel against the Council in respect thereof.

All payments by the Applicant/Participant to the Council shall be made promptly without any deduction, set-off or counterclaim.

The Council reserves the right to offset any balance to be refunded to the Applicant/Participant against any outstanding liabilities due by the latter to the Council in relation to their participation in the Council's other activities.

No interest will be payable by the Council in respect of any refund amounts to the Applicant/Participant.

4. PARTICIPATION IN THE DELEGATION

The Participant must be represented in the Delegation by at least 1 Delegate.

Any Delegate nominated to represent the Participant in the Delegation must be a senior executive of the Participant.

The Participant shall ensure that its delegates shall comply with the Conditions and with all directions which the Project Manager may from time to time give in connection with any matter appertaining to the Delegation.

The Council reserves the right in its absolute discretion and without giving any reasons to require the Participant to replace any of its Delegates forthwith.

The Participant shall use its best endeavours to uphold the reputation of the Council and to promote the success of the Delegation.

The Participant undertakes not to display anything which is unlawful, in breach of any person's intellectual property, harmful, threatening, violent, offensive, defamatory, libelous, scandalous, seditious, vulgar, obscene, indecent, invasive of another's privacy, hateful, racially, ethnically or otherwise objectionable.

The Participant warrants that all information, statements, photographs and illustration provided for publication of Delegation catalogue and/or other publicity materials thereof do not in any way whatsoever violate any applicable laws, rules and regulations of the importing countries.

The Participant shall be solely responsible for and shall settle all expenses and liabilities incurred by it in relation to its participation in the Delegation including without limitation all shipping and transportation charges, customs duties, handling charges and other costs and expenses arising from the shipment or in connection with the Delegation. If the Council pays any of such charges, duties, costs or expenses on behalf of the Participant it shall be entitled to reimbursement from the Participant on demand and may offset any amount held by it on behalf of the Participant against such payment.

5. PUBLICITY

The Council will arrange for such publicity for the Delegation as it shall in its absolute discretion deem fit. No Participant, Delegate or other officer, representative, agent or employee of the Participant shall give or cause to be given any interview, public announcement, press statement or any other publicity whatsoever in relation to the Delegation.

6. INFORMATION

(a) During the Delegation the Delegate shall provide the Council with such information as to the business results of the Participant in the Delegation as the Project Manager may from time to time request. Such information will not be divulged to third parties without the Participant's approval, save in relation to collective figures in respect of all or a majority of the persons or companies participating in the Delegation.

(b) At the conclusion of the Delegation the Delegates shall complete questionnaires on the activities performed and the business carried out by the Participant during the Delegation for the information of and further action by the Council.

7. TERMINATION OF RIGHT TO PARTICIPATE

(a) Without prejudice to the Council's other rights and remedies, the Council has the right to terminate forthwith by notice the Participant's right to participate in the Delegation on or following the occurrence of any of the following events:-

i. if the Participant or any of its Delegates, officers, representatives, agents or employees commits a breach of any of the Conditions;

ii. if the Participant, being a body corporate, enters into liquidation whether compulsorily or voluntarily or compounds with its creditors or has a receiver appointed over all or any part of its assets or if the Participant, being a sole proprietorship or partnership, becomes or one of its members becomes bankrupt or insolvent or enters into any arrangements with its creditors;

iii. if the Executive Director in his absolute discretion decides that such right shall be terminated.

(b) The Participant's right to participate in the Delegation shall automatically terminate in the event that all its Delegates are refused entry visa or entry permit to the country or place where the Delegation shall be held by any competent authorities.

In the event that the Participant's right to participate in the Delegation is terminated, the Participation Fee will not be refunded to the Participant and any expenses incurred by the Council for and on behalf of the Participant prior to such termination and all other expenses reasonably incurred by the Council as a consequence of such termination shall be paid on

demand by the Participant to the Council.

8. CANCELLATION

The Council reserves the right to cancel or postpone the Delegation or to shorten or prolong its duration at any time without incurring any liability whatsoever to the Participant and its Delegates if circumstances outside the control of the Council (including but not limited to war, embargo, civil unrest, terrorist attacks, legal proceedings or government regulations) make it in the sole opinion of the Council (which opinion shall be conclusive) impossible, impractical or undesirable for the Council to hold the Delegation.

9. EXCLUSION OF LIABILITY

(a) The Council shall not be liable for any loss, damage or personal injury howsoever suffered by or caused to the Participant or its Delegates, officers, representatives, agents, employees or any third party, or other property in the course of or in relation to the Delegation, unless such loss, damage or personal injury shall be caused by any breach by the Council or its employees of the Conditions.

(b) The Council assumes no responsibilities for any introduction or transaction made between the Participant and any third party during or as a result of the Delegation.

(c) The Participant shall be responsible for effecting all insurance coverage necessary in connection with its participation in the Delegation including but not limited to insurance in respect of the Products, its other property and its Delegates (including travel and medical insurance).

The Participant undertakes to indemnify and at all times hereafter to keep indemnified the Council from and against all liabilities, actions, proceedings, claims, damages, costs and expenses whatsoever which it may suffer or incur by reason of or in relation to any act, omission or default by the Participant or its Delegates, officers, representatives, agents and employees in the course of or in relation to the Delegation.

10. CONFIDENTIAL INFORMATION

The Participant shall not disclose or permit to be disclosed to any person or otherwise make use of or permit to be made use of any information relating to the business or affairs of the Council or other participants in the Delegation which has been acquired by reason of the Participant's participation in the Delegation.

11. WAIVER

No failure or delay by the Council in exercising or enforcing any right or power hereunder shall operate or be construed or operated as a waiver thereof. No waiver of any breach shall be construed as a waiver of any continuing or subsequent breach.

12. NOTICE

(a) Every notice or demand shall be in writing but may be given or made by post, cable, telex or fax.

(b) Every notice or demand to be given by the Council may be sent to the address of the Participant stated in its Application Form. Every notice to be given by the Participant to the Council shall be sent to the offices of the Council at 38th Floor, Office Tower, Convention Plaza, 1 Harbour Road, Hong Kong.

Every notice or demand shall be deemed to have been received in the case of a telex, or fax, at the time of dispatch, and in the case of a letter three days after the posting of the same by prepaid post.

13. GENERAL

(a) Nothing in the Application Form or the Conditions shall create or be deemed to create a partnership or the relationship of principal and agent or employer and employee between the Council and the Participant.

(b) The Application Form and the Conditions embody and set out the entire agreement and understanding of the parties and supersede all prior oral or written agreements, understandings or arrangements between the Council and the Applicant relating to the Delegation.

14. GOVERNING LAW

The Application Form and the Conditions shall be governed by and construed in all respects in accordance with the laws of Hong Kong and all the parties agree to submit to the non-exclusive jurisdiction of the Hong Kong courts.



香港特別行政區政府
The Government of the Hong Kong
Special Administrative Region



Please fax to (852) 3915 2463 or email to phoebe.py.man@hktdc.org.
請傳真至(852) 3915 2463 或電郵至phoebe.py.man@hktdc.org。

Credit Card Payment Authorization Form 信用卡付款授權書

Part I Personal Information

第一部分 個人資料

Participant Name 參加者姓名 : _____

Company Name 公司名稱 : _____

Tel 電話 : _____ Fax 傳真 : _____

E-mail 電郵地址 : _____

Part II Credit Card Information

第二部分 信用卡資料

Type of Credit Card 信用卡類別 :

VISA MasterCard 萬事達卡 American Express 美國運通卡

Credit Card Number 信用卡戶口號碼 : _____

Expiry Date (MM/YY) 信用卡限期(月份/年份) : _____ / _____ Amount 金額 : _____

Name of Cardholder 持卡人姓名 : _____

I hereby authorize the Hong Kong Trade Development Council to charge all fee due to my credit card specified above for participating in the Hong Kong Logistics Services Mission to Xiamen, China. The payment is not considered settled until such payment transaction is successfully approved by the issuer of the card. 本人授權香港貿易發展局收取以上金額作為香港物流業廈門考察團參加費用。有關之付款只在信用卡發卡銀行核實後才視為收妥。

Cardholder's Signature:
持卡人簽署

Date:
日期

Signature should correspond to specimen
signature on your credit card
此簽名必須與信用卡上之式樣相同



Asian Logistics and
Maritime Conference
亞洲物流及航運會議

In association with 合作單位:



38th Floor, Office Tower, Convention Plaza, 1 Harbour Road, Wan Chai, Hong Kong

香港灣仔港灣道1號會展廣場辦公大樓38樓

Website 網址 : www.asianlogisticsconference.com