

## REGISTRATION FORM

### REGISTRANT INFORMATION (Please complete one registration form for each registrant)

Company Name: \_\_\_\_\_

Mr    Ms    Mrs    Dr    Ir   Name: \_\_\_\_\_

Title: \_\_\_\_\_ Email: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Contact Person (if different from registrant): \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

### TICKET

<input type="checkbox"/> <b>FREE Ticket (One Session)</b> <i>* For HKQAA Certified Client only</i>  Cert. No.: _____ ( _____ )	Please choose <b>either</b> one session: <input type="checkbox"/> <b>Morning Session</b> (9:15am – 12:00pm) <b>OR</b> <input type="checkbox"/> <b>Afternoon Session</b> (2:00pm – 4:45pm)		
	<ul style="list-style-type: none"> <li>Deadline of FREE Ticket Application: <b>16 October 2013</b></li> <li><b>One certificate</b> is entitled to apply for <b>One FREE ticket</b> (either a.m. or p.m. session)</li> <li>Because of limited seats, free tickets will be allocated <b>by drawing lots</b> if the number of applications exceeds the maximum capacity of the event.</li> </ul>		
<input type="checkbox"/> <b>Paid Ticket</b>	<b>Morning Session</b> (9:15am – 12:00pm)	<b>Afternoon Session</b> (2:00pm – 4:45pm)	<b>Full-Day</b>
	<input type="checkbox"/> HK\$450 (Original) <b>HK\$290 (Early Bird)</b>	<input type="checkbox"/> HK\$450 (Original) <b>HK\$290 (Early Bird)</b>	<input type="checkbox"/> HK\$770 (Original) <b>HK\$490 (Early Bird)</b>
	<ul style="list-style-type: none"> <li>Deadline of Early Bird Discount: <b>23 October 2013</b></li> <li>Seat reservation for paid ticket will be made on a first-come-first-served basis.</li> </ul>		
Bank Name: _____		Total: _____	
		Cheque No.: _____	

Name and Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### PAYMENT METHOD

- Please make cheque payable to "Hong Kong Quality Assurance Agency" with **the company name and name of registrant clearly stated at the back of the cheque.**

**Mailing Address:** 19/F, K. Wah Centre, 191 Java Road, North Point, Hong Kong  
 (Attention: Corporate Communications Unit, HKQAA Symposium 2013 Registration)

### REGISTRATION METHOD

- Please complete and return registration form by fax/ email/ mail on or before:  
**16 October 2013 (FREE Ticket) / 23 October 2013 (Early Bird Ticket)**

**Fax:** (852) 2202-9295 / 2202-9222      **Email:** [hkqaa.mkt@hkqaa.org](mailto:hkqaa.mkt@hkqaa.org)  
**Mailing Address:** 19/F, K. Wah Centre, 191 Java Road, North Point, Hong Kong  
 (Attention: Corporate Communications Unit, HKQAA Symposium 2013 Registration)

### REMARKS

- All registration fees are non-transferable. No refund will be arranged for no-show or cancellation.
- Payment shall be made **within 15 business days** upon the submission of the registration form.
- Confirmation of registration will be sent via email in October (whereas payment must be settled for Paid Ticket)
- No attendance record will be issued.
- HKQAA reserves the rights to change the content of the Symposium
- In case of any disputes, Hong Kong Quality Assurance Agency reserves the rights to make the final decision.
- Please note that the above information may be used by HKQAA for processing the application of HKQAA Symposium, and for any other purposes as stated in the Privacy Policy Statement. You may view the Privacy Policy Statement of HKQAA from its website ([www.hkqaa.org/cmsimg/privacy/statement.pdf](http://www.hkqaa.org/cmsimg/privacy/statement.pdf)).
- I do not wish to receive any further information from HKQAA. Fax /Email: \_\_\_\_\_  
 (Please fax to (852) 2202 9222 or email to [unsubscribe@hkqaa.org](mailto:unsubscribe@hkqaa.org))