

Hong Kong ICT delegation to Tokyo

Organisers:



Partners:



IMPORTANT:

Please complete and return the application form and required attachments by email (itjcsec@hkitjc.org.hk) on or **before 10 August 2018 (Friday)** (Attn: Ms. Millet So, Hong Kong Information Technology Joint Council). All participation fee should be settled on or before the same day.

1) Delegation Package

Option 1a: HKD\$ 7,000 (Single room, Self-arranged flight)

Option 1b: HKD\$ 8,500 (Twin room, Self-arranged flight)

Hotel: Shinjuku Granbell Hotel, JPN 東京 Shinjuku2-14-5 Kabuki-cho

Date: 29 October- 2 November 2018

Delegation fee incl.: 4-night hotel w/ tax and services, Local charter bus within the whole delegation, The cost of the networking events, Other business events arranged by the organisers, Administrative fees.

*Remarks: Accommodation are not applicable to change the date and room type.

Option 2: HKD\$ 3,000 (Self-arranged flight and hotel)

Date: 29 October- 2 November 2018

Delegation fee incl.: Local charter bus within the whole delegation, The cost of the networking events, Other business events arranged by the organisers, Administrative fees.

Please inform us of your flight details:

Date	Flight	Depart HKG	Arrive NRT (東京成田機場)
29 October 2018			
		Depart NRT	Arrive HKG
2 November 2018			

Suggested flight schedule:

Date	Flight	Depart HKG	Arrive NRT (東京成田機場)
29 October 2018	CX 504	09:05	14:05 (Tokyo time)
		Depart NRT	Arrive HKG
2 November 2018	CX 521	16:25 (Tokyo time)	20:55

The organizer will not be able to book the air tickets for delegates, please refer to the flight details above and arrange the same or similar time of the flight.

2) Applicant Information

*English Name: (shown in passport)			
*Chinese Name: (shown in passport)		Other Name: (if any)	
*Date of Birth:		/	/ (DD/MM/YYYY)
*Gender:		*Nationality:	
*Passport No:		*Valid Date of Passport: / / (DD/MM/YYYY)	
Company Name:		Title:	
Contact No:	(Office)	(Mobile)	
Email:		Fax:	
Website:			
Business Nature:			
What kind of business partners/ investors you are looking for?			
ITJC Member? or Member of Supporting Organisation(s)/ Partners		<input type="checkbox"/> Y <input type="checkbox"/> ITJC Membership Number _____ <input type="checkbox"/> Supporting Organisation / Partners _____ <input type="checkbox"/> N	

All of the above fields must be filled out.

*The applicant information must be the same as travel document

3) Contact Person (If the contact is Non-Applicant)

Name of Contact Person:			
Contact No:	(Office)	(Mobile)	
Email:			
Contact Address (in English):			

4) Payment Method

ITJC will send you receipt upon receiving the payment

Receipt (Company or Name): _____

Please return completed application form with a crossed cheque made payable to “Hong Kong Information Technology Joint Council Limited” to 23/F, Global Trade Square, 21 Wong Chuk Hang Road, Aberdeen. (Attn: Ms. Millet So).

Cheque No.: _____

Amount (HK\$): _____

Date of Post: _____

Notes to Applicants:

1. Payments are non-refundable unless the activity is cancelled by the Institute.
2. Applicant is responsible for the accuracy of information provided on the registration form. Applicant understands that any false or misleading information given to the Institute will lead to the reject of right to participate in the delegation.
3. Applicant agreed to grant ITJC the rights to make use of information given on registration form for booking flight tickets, hotel accommodation and related activities application purposes (if applicable).
4. HKITJC will not provide insurance for applicants of this delegation. Applicants will have to purchase for themselves if needed.
5. The enrolment is on a first-come-first-served basis.
6. Delegation fee will be subjected to the current prices of flight and hotel, the delegates have to pay the premium difference of the delegation fee;
7. Hong Kong Information Technology Joint Council Limited shall make the final decision should any dispute of arise.

I hereby apply to join the "Hong Kong ICT delegation to Tokyo", and agreed to make full payment of delegation fee as listed.

For any inquiries, please do not hesitate to contact HKITJC secretariat office at 2887 9113 Ms. Millet So, thank you!

Authorised Signature

Applicant: _____ Date: _____

