



## "CONFERENCE DELEGATE REGISTRATION FORM"

Complete this registration form and email it to [olga@assistasia.org](mailto:olga@assistasia.org)  
If you have not received an acknowledgement before the Summit please email us to confirm we have received your registration.

### FEES STRUCTURE

*Please highlight the registration type applicable to you*

REGISTRATION TYPE	EARLY BIRD* <sup>A</sup>	STANDARD*	NGO & ACADEME*
Two-day Conference Only	<input type="checkbox"/> PhP 5,500.00	<input type="checkbox"/> PhP 8,000.00	<input type="checkbox"/> PhP 3,500.00

\*All fees are INCLUSIVE of 12% VAT and transaction fees are to be covered by the delegate. 20% Discount for group registration (4 or more). Standard exchange rate used for local billings USD 1 = PhP 43.50  
A. For early Bird, all registration and payment should be completed until September 10, 2014 to avail discount.

### PARTICIPANT(S) PARTICULARS

*For more than 4 participants, you may use additional registration forms*

	Participant 1	Participant 2	Participant 3	Participant 4
Full Name				
Designation / Department				
Contact Numbers	(O) (M)	(O) (M)	(O) (M)	(O) (M)
Email Address				
Food Preference	<input type="checkbox"/> Non-Vegetarian <input type="checkbox"/> Vegetarian <input type="checkbox"/> Diabetic <input type="checkbox"/> Others, pls. specify: _____	<input type="checkbox"/> Non-Vegetarian <input type="checkbox"/> Vegetarian <input type="checkbox"/> Diabetic <input type="checkbox"/> Others, pls. specify: _____	<input type="checkbox"/> Non-Vegetarian <input type="checkbox"/> Vegetarian <input type="checkbox"/> Diabetic <input type="checkbox"/> Others, pls. specify: _____	<input type="checkbox"/> Non-Vegetarian <input type="checkbox"/> Vegetarian <input type="checkbox"/> Diabetic <input type="checkbox"/> Others, pls. specify: _____

### COMPANY DETAILS (for billing)

*For organization-sponsored, invoice will be billed to the company upon confirmation of program*

Company Name		VAT Exempt	<input type="checkbox"/> Yes <input type="checkbox"/> No
TIN of Company		Attention Invoice to	
Contact Numbers	(O) (M)	Attention Invoice to Billing Address	
		Email Address	

### PAYMENT METHODS

*All payments should be made before the event to guarantee seat or to avail any discount*

Cash  Credit card  Paypal

#### Bank Transfer

Account Name : (ASSIST) Asia Society for Social Improvement and Sustainable Transformation  
 Account Number : Peso Account 0515-044192-001 Dollar Account 0515-044192-200  
 Swift Code : SETCPHMM  
 Name of Bank : Security Bank Corporation  
 Branch Name : Herrera  
 Branch Code : 8110134  
 Address of Bank : G/F Exchange Cor., Bldg. V.A Rufino Cor., Bolanos & Esteban Sts., Legaspi Village, Makati City

I have read and understood the stated terms and conditions.

Name of Authorizing Person : \_\_\_\_\_ Date : \_\_\_\_\_  
 Designation / Department : \_\_\_\_\_ Signature : \_\_\_\_\_

THIS FORM IS INVALID WITHOUT THE AUTHORIZING SIGNATURE.

### CONTACT INFORMATION

5/F A & V Crystal Tower Telephone Number : (+632) 403-8668 (Loc. 528)  
 105 Esteban Street., Legaspi Village Fax Number : (+632) 403-8358  
 Makati City 1229, Philippines Email : [olga@assistasia.org](mailto:olga@assistasia.org)

### TERMS AND CONDITIONS

#### ASSIST CANCELLATION, POSTPONEMENT AND SUBSTITUTION POLICY:

All fees are subject to prevailing taxes. Asia Society for Social Improvement and Sustainable Transformation (ASSIST) reserves the right to make any amendments in its conference venue, scheduled dates, or to cancel the conference due to unforeseen circumstances without any prior notice but all measures will be taken to reach the delegates/ sponsors. ASSIST shall assume no liability whatsoever in the event a program is cancelled, rescheduled or postponed due to fortuitous event, Act of God, unforeseen occurrence not limited to: war, fire, labor strike, extreme weather or other emergency conditions. Please note that while speaker and topic were confirmed at the time of publishing, circumstances beyond the control of the organizer may necessitate substitutions, alterations or cancellations of the speakers and/or topics. As such, ASSIST reserves the right to alter or modify the advertised speakers and/or topics if necessary without any liability to you whatsoever.

In the event that ASSIST postpones the conference for any reason and the delegate is unable to attend on the rescheduled date, the delegate's registration will be reimbursed for 50% of the payment.

Cancellation of program registration should be received in writing not less than eight (8) working days prior to the commencement of the program.

#### DISCOUNTS:

Any discount (Early Bird; Group & any other special discount) offered by ASSIST can be availed if the payment is made on or before the specified promotion date (Sept 20, 2014). Payments made after the scheduled conference date will not be eligible to avail any discounts offered previously.

#### PAYMENT TERMS:

Following completion and return of the form, full payment is required within 5 business days from the receipt of invoice. PLEASE NOTE: A receipt will be issued upon payment reception. Due to limited conference space, we advise early participation registration to avoid disappointment. We reserve the right to refuse admission if payment is not received on time.

#### DATA PROTECTION:

Personal Data is gathered in accordance with the E-commerce Act 2000.

I confirm that my organization is sponsoring me for the program indicated in this application form.

I have also read and accepted ECCI's terms and conditions.

Participants Signature : \_\_\_\_\_ Date : \_\_\_\_\_