1. **DELEGATE/ PARTICIPANT/ PRESENTER/ ACE TEAM DETAILS**

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Name of Organization: | | |  | | | | | | | | | |
| Address: | | |  | | | | | | | | | |
| Contact Person: | | |  | | | | Designation: | |  | | | |
| Tel (Land Line):  With Country Code | |  | Mobile:  With Country Code | |  | | Email: | |  | | | |
| **Salutation**  **(Dr, Mr, Madam, Ms, Dr, Prof etc)** | **Name of Participant/ Preferred Name on Badge/ Certificate**  **(Please check for correctness as changes at conference site will not be possible)** | | | **Designation** | | **Email Address** | | **Meal Preferences**  **Please tick** | | **Gala Awards Dinner**  **(11 Dec 18)**  **Attendance** | **APQO Board/Core Council Member**  Only for APQO | **Category of Registration**  **(Category Code from Sec B)** |
|  |  | | |  | |  | | Veg  Non Veg | | Yes  No |  |  |
|  |  | | |  | |  | | Veg  Non Veg | | Yes  No |  |  |
|  |  | | |  | |  | | Veg  Non Veg | | Yes  No |  |  |
|  |  | | |  | |  | | Veg  Non Veg | | Yes  No |  |  |
|  |  | | |  | |  | | Veg  Non Veg | | Yes  No |  |  |
|  |  | | |  | |  | | Veg  Non Veg | | Yes  No |  |  |

1. **REGISTRATION FEES**

Notes:

1. Please tick appropriate registration option.
2. Registration for the conference includes full admission to the 3 days of the Congress. It includes access to the exhibition hall, lunches and refreshments during the Congress sessions
3. Discounted fee for Speakers including full admission to the 3 days of Congress and access to the exhibition hall, lunches and refreshments during the Congress sessions.
4. Registering for the Gala Dinner for GPEA winners and guests- (Delegates/ Participants registered as Conference Delegate, Speaker / Presenter and ACE Team participants will be eligible to attend the Gala Dinner and Awards Ceremony on 11th December 2018 as part of the registration).
5. Abu Dhabi Tour- Places are limited and on first come first serve basis.
6. \*Running Total = Registration Option X No of Delegates/ Participants /Team members.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Category Code** | **Category** | **Registration Fee per participant/ team member** | **No. of**  **Persons/**  **No. of Teams** | **Running Total\*** |
| **INTERNATIONAL DELEGATE/PARTICIPANT/PRESENTER/**  **ACE TEAM/ACE TEAM MEMBER** | B-1 | 24th APQO Conference 10th -12th December 2018 | US$ 400 |  |  |
| B-2a | Presenter/ Speaker 24th APQO Conference | US$ 215 |  |  |
| B-2b | GPEA Assessor 2018 | US$ 280 |  |  |
| B-3 | ACE 2018 Team | US$ 250 each team |  |  |
| ACE Team Members | US$ 400 |  |  |
| B-4 | 11th December 18 Gala Dinner & GPEA Award Ceremony Attendee only (Award Recipient & Award Dinner Guest/ Attendees ) | US$ 120 |  |  |
| B-5 | Abu Dhabi Tour  (Places are limited & first come first serve basis.) | - | - | - |
|  | | | **TOTAL US$** |  |

1. **PAYMENT**

|  |  |  |
| --- | --- | --- |
| **FOR INTERNATIONAL DLEGATES, ACE TEAM, PRESENTERS, GPEA WINNERS, DINNER ATTENDEES** | TOTAL FEES B1+B2+B3+B4+B5 | US$ |
| **TOTAL REGISTRATION FEE** | **US$** |

**Payment Instructions**

|  |  |  |
| --- | --- | --- |
| Please invoice | Purchase Order No. |  |
| Wire Transfer US$ only | Instructions for wire transfer:  Account Name: **ASIA PACIFIC QUALITY ORGANIZATION, INC.**  Account No: **122981-USD-3740-01**  Bank Name: **Westpac New Zealand Limited**  Bank Address: **22 Viaduct Harbour Avenue, Westhaven, Auckland 1010, New Zealand**  Swift Code: **WPACNZ2W**  (In case if required, the routing bank for Westpac in USA is J P Morgan Chase in New York. May need to add Westpac NZ reference as 021000021. Kindly note that letters "USD" in account number is correct.)  Important Note – **kindly include to PAY ALL CORRESPONDENCE BANK CHARGES to ensure that full** **amount is received by APQO Inc and send the payment details to APQO Secretariat**  (Please request for invoice with bank details) | |

Notes:

1. ALL Registration Payments must be made and processed by 23rd November.
2. Please DO NOT send cash by post.
3. Please note that we do not have Credit Card transaction for payment at conference site.
4. Please note that Registration is considered ACCEPTED and CONFIRMED only upon receipt of the completed registration form and payment processed.
5. **ACCOMMODATION**

**There are many hotels close to Jumeirah at Etihad Towers Hotel to suit all budgets**. 3 star hotels in Abu Dhabi are usually like 5 star hotels in other countries and offer very reasonable rates. Taxis also are readily available and offer reasonable prices, approximately US$5 or 20AED from other Corniche (West or East) or central Abu Dhabi locations. Taxis from Corniche locations or central Abu Dhabi may take from 5 to 20 minutes to reach your destination.

Please retain a copy of the registration form for your file and return the completed form together with the payment to: **info@apqo.global**

1. **TRAVEL VISA**

United Arab Emirates requires entry visas from most countries. For information on your visa requirements please go to <https://www.government.ae/en/information-and-services/visa-and-emirates-id/visa-provisions>

**If you need a visa to travel to UAE please do not leave it to the last minute. Apply to relevant authorities/embassy/high commission at least 45 working days before your planned travel.**

**For further details contact:**

Mangalika de Silva

Vice President Administration

**E:** [**admin@apqo.global**](mailto:admin@apqo.global)

**M**: +94712267430 (Viber, WhatsApp, Line, WeChat)

**Asia Pacific Quality Organization, Inc.**

APQO Operational Secretariat Registered Office

#25-3/1, Suncity Towers Level 3

34/14, Watson Peiris Mawatha 81, Grafton Road

Moratuwa 10400 Grafton

Colombo Auckland 1010

Sri Lanka New Zealand

**W:** [**www.apqo.global**](http://www.apqo.global) **| www.gpea.apqo.global**