

Name			Title (Mr, Ms)	
Job Title				
Company				
Address				
Email				
Phone				
Arrival-Airline/Flight No.		Date & Time		
Departure-Airline/Flight No.		Date & Time		

DELEGATE MEETING ATTENDANCE - PLEASE TICK AS APPROPRIATE

17 Nov 15	Tuesday []	GSC Carrier Members Meeting Only	Funded by GSC Group
17 Nov 15	Tue evening []	GSC Membership Dinner (Members & Benefactors)	Sponsored by GSC Group
18 Nov 15	Wednesday []	Full Day Public Forum (All Delegates)	Conference Lunch included
18 Nov 15	Wed evening []	City Tour & Group Dinner (All Delegates)	Sponsored by PCCW Global
19 Nov 15	Thursday []	Full Day Public Forum (All Delegates)	Conference Lunch included
20 Nov 15	Friday []	Half Day Public Forum (All Delegates)	Conference Lunch included
Please tick if you require a formal letter for visa application []			
Please indicate any special Dietary Requirement:			

HOTEL ACCOMMODATION COSTS (PLEASE TICK AS APPROPRIATE)

Room Required: Yes[] No[]	Check-in date:	Early Check-in before 1pm: Yes[] No[]
Non-Smoking[] Smoking[]	Check-out date:	Aiport Train to Hong Kong (HK) Station@ 30mins. Ticket 1 way HK\$100 (€12/US\$13) or 2 ways HK\$180 (€22/US\$24). Upon arrival at HK station, catch 10min taxi ride to Hotel @ HK\$35 (€4/US\$5).
SINGLE OCCUPANCY [] Room incl Breakfast – HK\$880 net (~ €105/US\$115)		DOUBLE OCCUPANCY [] Room incl Breakfast – HK\$980 net (~ €117/US\$128)
<p><i>Note: Hotel special room rate above is offered for stay between 14th and 22nd November 2015 only. Hotel room rates are <u>inclusive</u> of taxes (10%), breakfast, complimentary wifi internet and access to fitness centre. Early check-in is subject to availability. Due to popular season, accommodation rooms and rates cannot be guaranteed for late registration.</i></p> <p><i>Note: As a travel subsidy for GSC Full Membership, GSC will absorb 50% of the daily room rate single occupancy (ie. €52/US\$57) for the 1st delegate of each paid Full Member Carrier company for up to 4 nights max between Monday 16th to Thursday 19th of November 2015 with checkout date on Friday 20th. The first Carrier attendee will be responsible for settling 50% of daily room rate. Nil subsidy on the 5th and additional nights outside the conference dates. In the event of travel cancellation, the delegate must notify GSC via email to info@gscgroup.org not less than 10 days. For cancellation less than 10 days prior to arrival date & no show, the Hotel will charge the delegate 1 room night.</i></p>		

CONFERENCE COSTS - Daily Conference Fee and GSC Registration fee

Daily Conference Fee (Includes conference lunch)	Nil for up to 3 delegates per membership	GSC absorbs daily conference fees for up to 3 attendees per day per Full Membership.
Registration Fee	N/A	Registration fee waived for GSC Membership.

CREDIT CARD PAYMENT DETAILS FOR ALL CHARGES (This section must be completed by delegate)

[] Mastercard	[] Visa	[] American Express	[] Other, please specify -
Credit Card No:			
Expiry Date:			
Cardholder's Name:			
Cardholder's Signature:			

All delegates are requested to read the accompanying notes before submitting this form

Signature of Delegate: _____ Date: _____

Please submit your registration form ASAP prior to **2nd November 2015** scan email to GSC

Admin: gscgroup2003@gmail.com or fax to: +63 2 888 0462

* Note hotel rooms are not guaranteed for late registration. See accompanying notes over page for details of registration, Hotel & Venue.

IMPORTANT – PLEASE READ BEFORE COMPLETING REGISTRATION FORM

1. **Hotel Accommodation & Location, Airport Transfer:**



灣景國際

香港灣仔港灣道 4 號

The Harbourview Hotel

4 Harbour Road, Wanchai, Hong Kong

Tel: (852) 2802 0111, www.theharbourview.com.hk

The Harbourview is located downtown on the north side of Hong Kong Island in Wanchai facing Hong Kong's famous Victoria Harbour (next to Hong Kong Academy for Performing Arts).

Hotel Check in time: 1PM. Early check-in is subject to availability. Check out time: Noon.

Airport to Hotel

Airport Train to Hong Kong (HK) Station@ 30mins.

Ticket 1 way HK\$100 (€12/US\$13) or 2 ways HK\$180 (€22/US\$24). Upon arrival at HK station, catch 10min taxi ride to Hotel @ HK\$35 (€4/US\$5).

2. **Fees & Costs**

- Daily Conference Fee:** GSC will absorb daily conference fees including lunch for GSC Full Members and GSC Benefactors only up to 3 delegates per company membership for this GSC event. Non-Member Carriers would be charged **€50** per person per day.
- Early Bird Registration Fee for Non-Members:** Early bird registration fee of **€150** per person is offered to **Non-Member Carrier delegates** if their registration form is submitted to GSC before 16th October 2015. Next tier discounted fee is **200 Euro** per person for registration submitted between 16th October and 2nd November 2015. Registration forms submitted to GSC after 2nd November will attract a registration fee of **€300** per person.
- GSC Full Members and Benefactors: Registration fee is waived for GSC membership.** Note: Membership also includes Carrier Members' wholly owned (100%) subsidiaries. The Members Day scheduled for the Tuesday, 17th November 2015 is exclusively reserved for GSC Carrier Membership only. All GSC Full Members and Benefactors are invited to join the GSC Membership Dinner on the Tuesday 17th November 2015.
- Accommodation Rate per night inclusive of taxes and breakfast:** Single occupancy HK\$880 net (€105/US\$115) and double occupancy HK\$980 net (€117/US\$128). The room rates are inclusive of taxes, breakfast and complimentary internet/wifi.

3. **Group Dinner Events:** All delegates are invited to attend the Group Dinner sponsored by PCCW Global on the Wednesday 18th November 2015.

4. **Registration forms**

- Each delegate must complete a separate registration form to register for the GSC Forum.
- All boxes on the registration forms are mandatory and must be completed in full. Where you are given a selection, please indicate in the appropriate box (Y=Yes, N=No)
- All forms must be signed otherwise registrations cannot be confirmed.
- Allow up to 3 working days for GSC Admin to process and confirm delegate's registration.
- Places are limited and it is advisable to register your names early even if the flight details are not yet available.
- For non-member attendees, registration fee would NOT be charged if cancelled prior to **16th October 2015**.
- All delegates **must** supply credit card details to secure their hotel reservation. A registration form without a credit card will **not** be processed.
- Completed form with signature must scan email or fax to GSC Admin no later than 2nd November 2015. **Note: Hotel rooms and competitive rates are not guaranteed for late registrations.**
- Check-In Time: From 1:00PM. **Earlier arrival after 7.30AM is complimentary but subject to availability.**
- Check-Out Time: 12 Noon. For late checkout, refer to the above.

5. **Cancellation**

- To cancel hotel accommodation reservation you **must** contact GSC via email info@gscgroup.org **ASAP not less than 10 days prior to the arrival date.**
- For cancellation less than 10 days prior to arrival date or **No Show**, the Hotel will charge the delegate 1 room night.
- Registration fee charged by GSC is non-refundable if cancelled on or after **16th October 2015**.
- If a delegate has registered/paid and unable to attend, a substitute delegate is welcome at no additional charge.

6. **Payment**

- Credit card is the preferred method of payment for ALL fees and charges. Hotel accommodation and in room service costs are to be settled with the Hotel directly. Registration fees and daily conference fees are to be paid to GSC.
- Credit card** - all credit card information received will be passed on to relevant third party as contractually required and for the purpose of this meeting only, but held in the strictest confidence and not passed to a non contracted third party.
- Direct invoice & bank transfer** – Not acceptable unless by prior agreement with GSC Executive Council.

7. **Data Protection:** GSC will not disclose any data pertaining to any delegate, received during the registration process or otherwise, to third parties. Those that have contractual agreements with the GSC for the purpose of this meeting do not fall under the "third party category". GSC will provide a list of delegates registered for the GSC Forum prior to the event.