

## Biology in Asia International Conference

### REGISTRATION FORM (FORM A) (To be completed and submitted together with registration fee)

*Secretariat use only*

Date received :
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Reg. No.:
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#### **Registrant Information:**

Title: (mark box with a tick ✓)  Dr  Prof  Mr  Mrs  Ms  Miss  Other \_\_\_\_\_

Name (Block Letters): \_\_\_\_\_

Preferred Name on Name Badge: \_\_\_\_\_

Position/Occupation: \_\_\_\_\_

Institution: \_\_\_\_\_

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

Country: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Tel. No.: \_\_\_\_\_ FAX No.: \_\_\_\_\_

Email address: \_\_\_\_\_

#### **Conference Participation:** (mark one box with a tick ✓)

Attending the Conference only

Oral presentation (15 min, including question & answer session) +

Poster presentation (poster must fit within 1 m X 1.2 m space) +

+ Please submit abstract **by email** as .txt or .doc attachment together with Abstract Submission Form (Form B).

Form B and abstract formatting instructions available at <http://www.dbs.nus.edu.sg/sibiolconference/>

#### **Conference Accommodation**

Special conference rates are available at the **RELC International Hotel**

(please refer to conference website <http://www.dbs.nus.edu.sg/sibiolconference/> for more information).

For reservation of rooms, participants should fax or email directly to:

RELC International Hotel (Attention: Reservation / Paulynn Tan)

Fax: (65) 67339976; Email: [relcih@singnet.com.sg](mailto:relcih@singnet.com.sg).

**To qualify for the special rates, participants must specify that they are participants of the Biology in Asia International Conference 2004 (7-10 Dec 2004)**

#### **Travel Documents:**

I **do / do not** \* require an official letter of invitation in order to obtain an entry visa for Singapore:

Arrival date: \_\_\_\_\_ at \_\_\_\_\_ hrs. Flight No. \_\_\_\_\_

Departure date: \_\_\_\_\_ at \_\_\_\_\_ hrs. Flight No. \_\_\_\_\_

\* Delete accordingly

**Payment Information:**

(A) **Registration Fee Category:** (mark one box with a tick ✓)

**SIBiol Member** (Membership No.: \_\_\_\_\_)

Early Bird Discount for registration before 15 Oct 2004:

SGD 300.00

Normal rate for registration from 15 Oct 2004 onwards:

SGD 350.00

**Non-SIBiol Member**

Early Bird Discount for registration before 15 Oct 2004:

SGD 400.00

USD 280.00 (inclusive of administrative fees)

Normal rate for registration from 15 Oct 2004 onwards:

SGD 450.00

USD 315.00 (inclusive of administrative fees)

**Student**

SGD 150.00

USD 105.00 (inclusive of administrative fees)

Note: Students' registration form must be accompanied by an official letter from the student's institution, advisor or teacher verifying the student status.

(B) **Singapore Institute of Biology (SIBiol) membership (only if applicable):**

Membership is open to local participants of the conference. Membership application forms, as well as terms and conditions, can be found at the SIBiol website <http://rmb.nus.edu.sg/sibiol/>. To be eligible for SIBiol discount on the registration fees, please submit the SIBiol membership application form and payment together with this Conference Registration Form.

(C) **Cancellation Policy:**

Cancellation notice must be made in writing to the Biology in Asia Conference 2004 Secretariat.

	Notification received before 15 Oct 2004	Notification received from 15 Oct to 15 Nov 2004	Notification received after 15 Nov 2004
Registration Fees	75% refund	25% refund	No refund

(D) **Payment:**

Payment is by international bank draft or cheque (for local participants) only, in SGD or USD. Bank draft or cheque should be made payable to: "The Singapore Institute of Biology".

Enclosed is my **international bank draft / cheque** \* (no. \_\_\_\_\_) for a total amount of **SGD / USD** \* \_\_\_\_\_ in payment for: (mark appropriate box(es) with a tick ✓)

(A) Registration fee

(B) SIBiol fees (only if applicable)

\_\_\_\_\_  
Name/Signature of Registrant

\_\_\_\_\_  
Date

\* Delete accordingly

**Please return this form and payment by mail before 15 Oct 2004 to:**

Biology in Asia Conference 2004 Secretariat  
c/o Raffles Museum of Biodiversity Research, Department of Biological Sciences,  
National University of Singapore, 14 Science Drive 4, Singapore 117543  
REPUBLIC OF SINGAPORE