

Convention Registration

The official website will process **online registrations** at: www.aprce2011.org
(Registration by fax is also available)

Registration Fee Payment:

- Payments may be made by credit card, bank transfer, bank draft or cheque.
- Currency: **Singapore Dollar** (SGD)

Registration Fee Inclusions:

The registration fee includes the following items in each registration category:

Convention Programme Registration

- Name tag (ID)
- Congress bag
- Programme
- Entry to all convention sessions
- Entry to Opening Gala dinner
- Entry to Farewell dinner
- Entry to the accompanying exhibition
- Lunch for three days
- Coffee / Tea Breaks
- Shuttle bus where applicable

Companion Programme Registration

- Name tag (ID)
- Entry to Opening Gala Dinner
- Entry to Farewell Dinner
- Entry to the accompanying exhibition
- Shuttle bus where applicable

Companion Programme Registrant:

Per Pax: SGD 300*

(an additional 7% Government Tax applies)

Convention Programme Registrant:

Early Bird: SGD 750*

- Early Bird payment must be received by 30 June 2011

After 30 June 2011 : SGD 825*

(*an additional 7% Government Tax applies)

Cancellation Charge:

All cancellations must be made in writing with refund form and submitted via email or fax to the Secretariat by Aug 31, 2011. The refund form can be downloaded from the official website www.aprce2011.org.

All bank charges for remittance will be deducted from the refund amount and refunds will be paid after the convention.

80% refund for cancellations before Aug 31, 2011

No refund for cancellations after Aug 31, 2011

By Aug 31, 2011	After Aug 31, 2011
80% refund	No refund

Please register online at www.aprce2011.org

Or use the attached registration form.

*** NOTE FOR SINGAPORE DELEGATES:** Singapore Companies registering for the APRCE convention can **deduct 400% of the convention fee from their taxable income** under the PIC tax benefit scheme. Applicable for all employees whom attend; Citizens, Permanent Residents or Employment / Work Pass holders.

■ Visa Requirements:

Please note that all visitors to Singapore must meet the following entry requirements:

- Valid travel document (minimum validity \geq 6 months);
- Onward / return ticket;
- Entry facilities to next destination;
- Sufficient funds to stay in Singapore and
- Visa for Singapore (if applicable)

If you require a visa to enter Singapore, please approach the [Singapore mission](#) nearest to you for information on visa application and submission procedures, list of documents required, application fees payable and to obtain visa application forms. The visa application process can take up to 2 months, so it is important that you start your application as soon as possible to ensure you receive your visa in plenty of time for travel to APRCE2011.

You can also contact the [Immigration & Checkpoints Authority \(ICA\)](#) for assistance at: Tel : +65 6391 6100 (24-hour Call Centre) / Fax : +65 6298 0843 / 6298 0837 / Email : ica_feedback@ica.gov.sg

■ Social Programme

Please check www.aprce2011.org for the latest updates

Opening Gala & FAPRA Awards Dinner

Monday 10 October 2011

19.00 – 22.00 hours

SUNTEC Ballroom, Level 2

Official Opening of the 15th APRCE and awards ceremony for winners of the 2nd biennial FAPRA Awards.

Access for:

- **FAPRA Heads of Delegation**
- **Registered Participants**
- **Registered Accompanying Persons**
- **Award Winners**

Farewell & Handover Dinner

Thursday 13 October 2011

19.00 – 21.30 hours

SUNTEC Ballroom Level 2

Official closing of the 15th APRCE and handover to the hosts of the 16th APRCE for year 2013.

Access for:

- **FAPRA Heads of Delegation**
- **Registered Participants**
- **Registered Accompanying Persons**

For Social Programme please register online at www.aprce2011.org

Or use the attached registration form.

REGISTRATION FORM

CONVENTION

- * Please complete this form clearly in block capitals and e-mail or fax it to the secretariat by **September 30, 2011**
- * For more convenient and faster registration, online registration is highly recommended at www.aprce2011.org
- * A confirmation letter will be sent by e-mail or fax upon receipt of your duly completed registration form and payment.

PART 1 : PERSONAL INFORMATION (Fields marked with asterisks(*) are mandatory)

* Title Mr. Ms.	Preferred Name for Badge
* First Name * Please print your full name as it appears in your passport	* Last Name
* Company / Organization	Job Title
* E-mail	* Telephone (Country code) – (Area code) – ()
Mobile (Country code) – (Area code) – ()	Fax (Country code) – (Area code) – ()
* Mailing Address	
* Postal Code	* Country
* Passport No.	* Nationality
If you have any special requirements, please list.	

Companion Person for Companion's Program * Mr. Mrs. Ms.	* First Name		* Last Name	
	* Passport No.		* Nationality	
	Relationship		Special Requirements	


PART 2 : REGISTRATION FEE SELECTION

- * Full registration includes admission to all sessions, official social events, exhibition, luncheons, and a convention kit.
- * The fee for companion programme persons only includes admission to Opening Gala Dinner, closing ceremony & farewell party, & exhibition.

Category	Early Bird by 30 June 2011 *	Regular by 30 September 2011
Full Convention Registration	SGD 750	SGD 825
Companion Program Registration	SGD 300	
Total Amount (Registration Fee + 7% Goods & Services Tax)	* SGD	

* Early Bird payment must be received by **30 June 2011**

PART 3 : PAYMENT METHOD (Please tick the relevant payment option)

Bank Transfer	<ul style="list-style-type: none"> • Bank Name : Overseas-Chinese Banking Corporation Limited • Account No. : 046913001 • Account Name : Singapore Retailers Association • Swift Code : OCBCSGSG • Bank Address : 65 Chulia Street, OCBC Centre, Singapore 049513 • Bank Code : 7339 <p> * Please send a copy of bank transfer receipt along with the completed registration form to the secretariat by fax or e-mail. The participant's name must be indicated on the receipt. * Please ensure that the exact total amount (excluding bank charges) of your registration fee is transferred into the account above.. * All bank charges for transferring the fee must be paid by registrant. </p>
Bank Drafts	<ul style="list-style-type: none"> • Crossed cheque, bank draft or money order, payable to 'Singapore Retailers Association' and submitted attached with this form to - SRA, 371 Beach Road #02-04 Singapore 199597
Credit Card	<ul style="list-style-type: none"> • Preferred payment card: MasterCard • Please contact the secretariat to make payment. 

PART 4 : SESSION SELECTION (please indicate accordingly x)

* Please visit our website(www.aprce2011.org) for the detailed program and to verify the latest updates.

Date	Oct 11 (Tues)	Oct 12 (Wed)	Oct 13 (Thurs)						
Morning	Opening Plenary Sessions <input type="checkbox"/>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center;">Human Resource <input type="checkbox"/></td> <td style="text-align: center;">Branding & Marketing <input type="checkbox"/></td> <td style="text-align: center;">Design <input type="checkbox"/></td> </tr> </table>	Human Resource <input type="checkbox"/>	Branding & Marketing <input type="checkbox"/>	Design <input type="checkbox"/>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center;">Property <input type="checkbox"/></td> <td style="text-align: center;">Customer Service & Sales <input type="checkbox"/></td> <td style="text-align: center;">Retail Asia <input type="checkbox"/></td> </tr> </table>	Property <input type="checkbox"/>	Customer Service & Sales <input type="checkbox"/>	Retail Asia <input type="checkbox"/>
Human Resource <input type="checkbox"/>	Branding & Marketing <input type="checkbox"/>	Design <input type="checkbox"/>							
Property <input type="checkbox"/>	Customer Service & Sales <input type="checkbox"/>	Retail Asia <input type="checkbox"/>							
	Lunch	Lunch	Lunch						
Afternoon	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center;">FMCG Logistics Security <input type="checkbox"/></td> <td style="text-align: center;">Regional Markets <input type="checkbox"/></td> <td style="text-align: center;">Info Tech <input type="checkbox"/></td> </tr> </table>	FMCG Logistics Security <input type="checkbox"/>	Regional Markets <input type="checkbox"/>	Info Tech <input type="checkbox"/>	Afternoon Plenary Sessions <input type="checkbox"/>	Closing Plenary Sessions <input type="checkbox"/>			
FMCG Logistics Security <input type="checkbox"/>	Regional Markets <input type="checkbox"/>	Info Tech <input type="checkbox"/>							

PART 5 : OFFICIAL SOCIAL PROGRAM

Date & Time	Program	Attendance	
Oct 10 19:00~21:00	Opening Gala Dinner & FAPRA Awards	Yes Yes with a registered companion	No
Oct 13 19:00~21:00	Closing Ceremony & Farewell Party	Yes Yes with a registered companion	No

Special Dietary Requirement: • Vegetarian: self accompanying person • Muslim: self accompanying person

CANCELLATION POLICY

- * All cancellation must be made in writing with refund form and submitted via email or fax to the secretariat by August 31, 2011
- * The refund form can be downloaded from our official website (www.aprce2011.org).

By Aug 31, 2011	After Aug 31, 2011
80% refund	No refund

* Please note that all bank charges for remittance will be deducted from the refund amount and refunds will be paid after the convention.

CONTACT

The Secretariat of the 15th APRCE 371 Beach Road, #02-04/05, Keypoint, Singapore 199597 Tel: +65-2952622 Fax: +65-2952722
 E-mail: aprce@sra.org.sg Website: www.aprce2011.org Please contact Mr John Hirst / Ms Adlina / Ms Jojo Wong

Registration ends September 30, 2011