

Please check each course for venue

Booking Conditions

Registration:

- * Bookings are confirmed when we send a written Booking Confirmation via fax, email or mail. If you have not received a Booking Confirmation prior to the commencement of the course, it is the delegate's responsibility to contact LexisNexis to confirm their place.
- * Registrations should be paid in full before the commencement of the course. Should the registration fee, or any portion of it, remain outstanding, LexisNexis reserves the right to disallow entrance to the course unless a credit card guarantee is provided.

Cancellation:

- * Greater than 7 days before the course date: A refund of the course fee less an administration charge of \$250 will be provided.
- * Less than 7 days before the course date: No refund will be provided, however the registrant may nominate a substitute to attend the course on his/her behalf, provided that LexisNexis is notified in writing.
- * No shows and/or late arrivals will be charged in full.
- * Course Transfers will be allowed if written notification is received at least 24 hours before the commencement of the course. Transfer will only be allowed for booking to another LexisNexis course up until 31st October 2010.

Bad Weather:

- * The course will be cancelled if a No. 8 typhoon signal or black storm warning is raised within 2.5 hours before the start of course registration or during the course. In the event of cancellation due to bad weather, the course may be rescheduled at the discretion of LexisNexis, or a credit voucher may be issued. No refunds will be given.

Other Terms:

- * LexisNexis may reschedule, vary details of, or cancel a course at any time without liability. If we cancel or reschedule the course (with the exception of bad weather) a credit voucher will be issued or course fees refunded.
- * Any bank charges and/or expenses incurred as a result of bounced cheques shall be borne by the delegates.
- * Should any delegate have outstanding fees payable to LexisNexis for past courses, LexisNexis reserves the right to deduct the current course fee paid from the outstanding amount, and issue an invoice demanding payment for the balance.

Please fill in the registration form and fax to 2815-9430 to book your place.

Name		(As on practising certificate/trainee contract. <u>Underline</u> family name)	
Solicitor No. (As on practising certificate)	Trainee 1 st year <input type="checkbox"/> 2 nd year <input type="checkbox"/>	Admission (Place & Year)	
Area of Practice			
Firm/Company	Job Title	Profession	
Firm/Company Address			
Work Email			
Tel (Office)	Fax	Mobile/Pager	
<input type="checkbox"/> Cheque Payment	Course Fee for HK\$_____ encl. Please make cheques payable to LexisNexis.		
<input type="checkbox"/> Credit Note Payment - Credit Note No(s):			
<input type="checkbox"/> Please charge my AMEX/VISA/Mastercard No.:		Amount: HK\$	
Name of Cardholder:	Cardholder's Signature:	Expiry Date:	
<input type="checkbox"/> Please invoice myself		<input type="checkbox"/> Please invoice my company (Please stamp form with company chop)	
<input type="checkbox"/> Request Verification of Attendance Letter:			
<input type="checkbox"/> CPD Points (LSHK)	<input type="checkbox"/> CPT Hours (SFC)**	<input type="checkbox"/> CPD Points (Insurance Intermediaries / HKIoD*) *Delete as applicable	
<input type="checkbox"/> I am a member of a discount scheme	My discount scheme ref. no. is	Signature	
I wish to register for the following course(s):			
Course Ref	Course Date	Course Ref	Course Date
Course Ref	Course Date	Course Ref	Course Date
Course Ref	Course Date	Course Ref	Course Date

** CPT Hours: Corporate Licenses under the Securities and Futures Commission (SFC) requirements are responsible for determining whether any training course or seminar satisfies continuing professional training (PT) requirements. LexisNexis does not warrant that your employer or the - SFC will recognize attendance at this course for CPT purposes. You should check with your employer as to whether or not this course will be so recognized.

- I am currently not in your mailing list but wish to receive your future events. Please send to me *by post / by e-mail. *Delete as applicable
- I do not want to receive your future events. Please delete my name _____ from your distribution list.

Send to: LexisNexis, 39/F., Hopewell Centre, 183 Queen's Road East, Hong Kong
 Tel: (852) 2536-0297 Fax: (852) 2815-9430
 Email: conference.enquiries@lexisnexis.com

REF: WEB