

IDENTIFICATION

Prof/ Dr/ Mr/ Mrs /Ms

Last Name : _____ First Name : _____ Title: _____

Organisation : _____

Address : _____

City/ State : _____ Zip/Postal Code: _____ Country: _____

Contact No. : _____ Email: _____

Accompanying Person: _____

REGISTRATION

		Please Tick If Attending	Please Tick if Lunch is Required SGD 40 (est. US\$30)/pax	Remark
9 September 2013 (Monday)				
Committee on Engineering & the Environment	09:00-18:00	<input type="checkbox"/>		
Committee on Disaster Risk Management	09:00-12:00	<input type="checkbox"/>		
Committee on Education in Engineering	09:00-12:00	<input type="checkbox"/>	<input type="checkbox"/>	Complimentary lunch to paying participant who signed up for full 3-day summit
Committee on Engineering & Capacity Building	14:00-18:00	<input type="checkbox"/>		
Committee on Engineering for Innovative Technologies	14:00-18:00	<input type="checkbox"/>		
10 September 2013 (Tuesday)				
Committee on Women in Engineering	09:00-18:00	<input type="checkbox"/>		
Committee on Anti-Corruption	09:00-12:00	<input type="checkbox"/>		
Committee on Energy	09:00-12:00	<input type="checkbox"/>		
Committee on Young Engineers / Future Leaders	14:00-18:00	<input type="checkbox"/>	<input type="checkbox"/>	
Committee on Information & Communication	14:00-18:00	<input type="checkbox"/>		
Finance Committee Meeting	09:00-12:00	<input type="checkbox"/>		
Executive Board Meeting	14:00-17:00	<input type="checkbox"/>		
13 September 2013 (Friday)				
WEC 2015 Meeting	09:00-10:00	<input type="checkbox"/>		
WFEO Executive Council Meeting	10:00-18:00	<input type="checkbox"/>	<input type="checkbox"/>	
14 September 2013 (Saturday)				
WFEO General Assembly (to be continued on 15 Sep, Sun from 9am to 12nn)	09:00-18:00	<input type="checkbox"/>	<input type="checkbox"/>	
15 September 2013 (Sunday)				
WFEO New Executive Council Meeting	13:00-18:00	<input type="checkbox"/>	<input type="checkbox"/>	

11-13 September 2013 (Wednesday-Friday) For Group Registration (min. of 10pax) please obtain Reference Code from Organizer to enjoy additional 10% discount

World Engineers Summit (WES) Conference 09:00-18:00 ☐ SGD 1,080 (est. US\$865) – if register before 30 Apr

Executive Council Members are invited to attend the Welcome Reception, WES Conference and Gala Dinner on complimentary basis

Spouse and / Accompanying Person Participation ☐ SGD 400 (est. US\$320) No. of pax: _____

#Package inclusive of Opening Ceremony, Welcome Reception, Gala Dinner, and Tour 1 and Tour 2 in the spouse programme. Min 5 pax to go for Spouse Programme.

Day 1: 11 Sept Plenary session & Sustainability Leadership Forum	<input type="checkbox"/>
Day 2: 12 Sept (choose 1 per section)	
Session 1: Environmental Policies <input type="checkbox"/>	Day 3: 13 Sept
Session 2: Innovative and Sustainable Technology <input type="checkbox"/>	Session 7: Corporate Social Responsibility on Climate Change <input type="checkbox"/>
Session 3: Food and Water Security <input type="checkbox"/>	Session 8: Environmental Engineering Education <input type="checkbox"/>
Session 4: Sustainable Energy <input type="checkbox"/>	Session 9: Women in Engineering Congress <input type="checkbox"/>
Session 5: Natural Disaster Mitigation & Management <input type="checkbox"/>	Session 10: Integrated Environmental Management Systems <input type="checkbox"/>
Session 6: Sustainable & Innovative Development <input type="checkbox"/>	Session 11: Climate Change: Financing, Adaptation & Opportunities <input type="checkbox"/>
	Session 12: Professional Ethics and Conduct: Key Prerequisites for Sustainability <input type="checkbox"/>

10 September 2013 (Wednesday)	19:00-22:00	<input type="checkbox"/>	SGD 120 (est. US\$96)
World Engineers Summit (WES) Welcome Reception			
13 September 2013 (Friday)	19:00-22:00	<input type="checkbox"/>	SGD 200 (est. US\$160)
WES 2013 Gala Dinner & Awards Night			

Executive Council Members and President / Head of Delegation of Institution are invited to the Gala Dinner on complimentary basis

ACCOMMODATION

Marina Bay Sands is one of the most iconic buildings in Singapore, strategically located right in the heart of Singapore's city centre. It is in close proximity to the MBS Expo and Convention Center, where WES 2013 will be held. Enjoy dazzling views of the skyline and be undoubtedly impressed by the fantastic facilities and services offered as well as its many benefits from complimentary shuttle bus services from airport to hotel, savings on local transport and accommodation and many more.

To enhance your experience in Singapore, WES 2013 has negotiated special hotel rates for all visitors, exhibitors and delegates of WES 2013 with our Official Venue – Marina Bay Sands.

Last Name (as per passport) :	First Name (as per passport) :	Prof/ Dr/ Mr/ Mrs /Ms Title:
Passport No. :	Passport Expiry Date :	DD/MM/YYYY
Nationality :	Date of Birth :	DD/MM/YYYY
Arrival Date & Time :	Departure Date & Time :	DD/MM HHHH
Arrival Flight No. :	Departure Flight No. :	

Do you need assistance to have your visa issued? ☐ Yes ☐ No

WFO GA Registration SPECIAL (ROOM ONLY)	<input type="checkbox"/> SGD 350++* per night (exclude breakfast) (SGD 411.95 nett / est. US\$330) *Room assigned on run of house basis is subject to the availability and discretion of hotel							
	<input type="checkbox"/> SINGLE - SGD 380++* per night (with 01 daily breakfast @ MBS Hotel) (SGD 447.26 nett / est. US\$358) *Room assigned on run of house basis is subject to the availability and discretion of hotel							
	<input type="checkbox"/> TWIN - SGD 410++* per night (with 02 daily breakfast @ MBS Hotel) (SGD 482.57 nett / est. US\$386) *Room assigned on run of house basis is subject to the availability and discretion of hotel							
	Number of Nights Please indicate no. of nights required	<input type="checkbox"/> 9 Sep	<input type="checkbox"/> 10 Sep	<input type="checkbox"/> 11 Sep	<input type="checkbox"/> 12 Sep	<input type="checkbox"/> 13 Sep	<input type="checkbox"/> 14 Sep	<input type="checkbox"/> 15 Sep
	Room Type*	<input type="checkbox"/> Single		<input type="checkbox"/> Twin		Please indicate name of guest if sharing room:		
	Special Requests**	<input type="checkbox"/> Smoking		<input type="checkbox"/> Non-smoking				
	Other Request							
Room Details	Complimentary internet access Check-in time: 1500 hours Check-out time: 1100hours							

**Subject to availability. For booking of additional room(s), please fill in the details of the respective occupant on a fresh copy of Hotel Reservation Form.

*Subject to 10% service charge + prevailing GST

Payment for World Engineers Summit (WES) 2013

Please return completed form to secured fax number +65 6588 3808

Below credit card will also be used to secure your room booking. Payment for hotel accommodation will only be processed upon check-in.

Please indicate your preferred payment mode with a (v) in the appropriate box:

☐ **Credit Card payment:** ☐ Visa ☐ Mastercard ☐ AMEX

Please charge the total amount of S\$ _____ (+ 7% GST, if applicable) to my credit card.

Card Number: _____ Expiry date: _____

Card Holder's Name: _____

Card Holder's signature: _____

☐ **Cheque payment:**

Cheque must be made payable to **REED ELSEVIER (SINGAPORE) 2008 PTE LTD.**

Mail to Reed Exhibitions at 1 Changi Business Park Crescent, #06-01, Plaza 8 @ CBP Tower A, Singapore 486025. Please indicate the invoice number and name of respective delegates on the back of the cheque. All payments to reach us by 30 April 2013 for Early bird rates.

☐ **Telegraphic transfer:**

Telegraphic transfer must be made payable to **REED ELSEVIER (SINGAPORE) 2008 PTE LTD.** Bank account no: 0-707792-019 (Swift code CITISGSG), Citibank N.A., 8 Marina View, #16-01 Asia Square Tower 1, Singapore 018960. ALL Payment to reach us by 30 April 2013 for Early bird rates. Please indicate invoice number, conference name, [name(s) of delegates] when remitting payment. Bank charges are to be deducted from the participating organization's own account and the full fee must be received by the event organizer.

☐ Lunch: ___ day x S\$40= S\$____

☐ WES 2013: S\$1,080*
(Rate before 30 Apr)

☐ Welcome Reception: S\$120

☐ WES Gala Dinner: S\$200

☐ Spouse and/ Accompanying Person
___ pax x S\$400 =S\$____

SPOUSE AND / ACCOMPANYING PERSON PROGRAMME

Delegates to WES 2013 travelling with their spouses can be assured that their partners will be taken care of. There are several exciting tours showcasing Singapore that they can sign up for, which will let them experience the local culture.

These additional tours are provided alongside the Summit programme with separate registration with our [Official Travel Agent - Safe2travel](#). Please visit <http://www.wes2013.org/spouse-programme> for more detailed information on Spouse and / Accompanying Person Programme.

Please note that charges apply. Availability on a first-come-first-served basis.

Spouse Programme Registration 2013	<input type="checkbox"/>	9 Sept	0900 – 1230 hrs or 1400 – 1730 hrs	Tour 1 Heritage Trail	Rate: S\$65.00 nett per pax (min 5 pax) S\$52.00 nett per pax (min 10 pax) S\$46.00 nett per pax (min 15 pax)	Number of people: _____
	<input type="checkbox"/>	10 Sept	0900 – 1230 hrs or 1400 – 1730 hrs	Tour 2 City Tour	Rate: S\$75.00 nett per pax (min 5 pax) S\$60.00 nett per pax (min 10 pax) S\$55.00 nett per pax (min 15 pax)	Number of people: _____
	<input type="checkbox"/>	11Sept	0900 – 1230 hrs or 1400 – 1730 hrs	Tour 3 Duck Tour with Singapore Flyer	Rate: S\$106.00 nett per pax (min 5 pax) S\$93.00 nett per pax (min 10 pax) S\$89.00 nett per pax (min 15 pax)	Number of people: _____
	<input type="checkbox"/>	12 Sept	1000 – 1700 hrs	Tour 4 Peranakan Trail	Rate: S\$155.00 nett per pax (min 5 pax) S\$125.00 nett per pax (min 10 pax) S\$109.00 nett per pax (min 15 pax)	Number of people: _____
	<input type="checkbox"/>	13 Sept	1000 – 1700 hrs	Tour 5 Wildlife Experience	Rate: S\$155.00 nett per pax (min 5 pax) S\$130.00 nett per pax (min 10 pax) S\$118.00 nett per pax (min 15 pax)	Number of people: _____
	<input type="checkbox"/>	14 Sept	1700 – 2030 hrs	Tour 6 Gardens by the Bay	Rate: S\$124.00 nett per pax (min 5 pax) S\$109.00 nett per pax (min 10 pax) S\$99.00 nett per pax (min 15 pax)	Number of people: _____
	<input type="checkbox"/>	15 Sept	1830 – 2030 hrs	Tour 7 Night Safari	Rate: S\$88.00 nett per pax (min 5 pax) S\$78.00 nett per pax (min 10 pax) S\$72.00 nett per pax (min 15 pax)	Number of people: _____

Terms and Conditions governing WES 2013 Summit delegate registrations

A. Registration and Delegate Fees

1. World Engineers Summit 2013 will be held from 11 – 13 September at the Sands Expo & Convention Centre, with site visit on 14 September 2013. Delegates may register for the Summit using the registration form or via online at www.wes2013.org/registration.
- **Early bird registration:** Full payment has to be received before 30 April 2013 for the early bird discount. Normal Rate will apply for registrations received after 30 April 2013.
- Payment for Normal registrations (after 30 April 2013) must reach the Summit Manager by 23 August 2013. Full payment due not received by 23 August 2013 may result in your registration being voided.
- **The above apply for all Full registration, group registration, students' registration, as well as 1 or 2 Days registration.**
- The delegate fees for 1 Day and 2 Days registration will include related tea breaks and lunch for the registered day(s), but **DOES NOT** include participation in any related reception or dinner for the day, or any other days of the Summit.
- **Student registrations:** Students who register for the Summit will be accorded a special rate of S\$600.00 for the 3 days of the Summit. Full details of your student status will need to be provided as requested on the Summit Registration Form. The Organiser reserves the rights to seek verification of student status, as well as to decline any student registration without prejudice. 1 Day and 2 Days registration for the Summit is not available for student registrations. Group registration rate is not available for student registrations.
- **Technical Site Visits:** These visits will be conducted on 14 September 2013 and is limited to 38 seats per route. Seats are allocated on a first-come, first served basis. The Summit Manager will not accept any wait-list requests, or request for inclusion into any visit routes that has reached maximum capacity.
- All registrations must be submitted on an official Summit Delegate Registration Form (print or via online). Full details are to be provided where requested. Incomplete submissions may result in a delay in the processing of your registration.
- **Goods & Services Tax (GST):** All fees quoted are in Singapore Dollars. **All payment must be made in Singapore Dollars.** The prevailing GST rate will apply to all registrations received from Singapore-based companies, institutions or individuals.
- Entry into the Summit is subjected to full payment being received by the Summit Manager. Delegate badges are to be collected and worn at all times when attending the Summit and are not transferable. The Summit Manager reserves the right to refuse acceptance of any registration without prejudice.

B. Registration Substitution & Cancellation Policy

1. **Substitution: For Individual and group registrations** - Notice of substitution (in the event of inability to attend) must be given in writing before 23 August 2013 to the Summit Manager. Failure to notify the Summit Manager of the substitution by this date may result in the replacement being barred from entering the Summit.
2. **Cancellation: For Individual and group registrations** - No refund of fees will be made for cancellations or non-attendance of the Summit after 23 August 2013. Written notification provided before 23 Aug 2013 will be entitled to a 50% refund payment, with the remaining 50% imposed as administrative fee.

C. Registration Confirmation & Delegate Administration

1. All Summit registrations submitted via the website or official registration form will receive a written confirmation upon receipt.
2. Delegate Administration Letters will be provided to each registered delegate at least two weeks before the commencement of the Summit. The Letter will provide details of delegate administration for the Summit (venue details, badge collection counters operating hours and location, etc) and will have to be presented at the registration counters for participation verification purposes. Registered delegates who do not receive the letter one week before the Summit, please contact the Summit Manager.

D. Visa Requirement (foreign delegates)

1. For foreign delegates, please visit the Singapore Immigration and Checkpoint Authority's website (www.ica.gov.sg) if you are uncertain about entry visa requirements for Singapore. The Summit Manager may be able to assist with providing a Letter of Participation for visa application. This is subjected to full payment of the Summit delegate fee being received, and a written request being submitted for the Letter.
2. Please note that the Summit Manager have no influence regarding the issuance of any visa document required by the authorities. You are encouraged to make your own timely arrangements for the application of any such required document to ensure your ability to attend the Summit.

Travel & Accommodation

- A selection of hotels with different room rates has been arranged for foreign delegates to WES 2013. To book your room, please visit www.wes2013.org/where-stay for more information.
- Alternative accommodation arrangements can also be made through the Official Travel Agent, Safe 2 Travel Pte. Ltd, Ms. Maureen Goh maureengoh@safe2travel.com or +65 6823 3111.

WES 2013: Other Hotel Options (Room rates ranges from S\$150 to S\$385)

Hotel		Single / Double Room Rate (in SGD)	Nearest MRT	By Train	By Taxi
	Swissotel The Stamford	S\$385.00 (Breakfast @ S\$46.00, Internet @ S\$33.00)	City Hall	12mins	6min
	Grand Park City Hall	S\$305.00 (Breakfast & Internet inclusive)	City Hall	12min	7min
	Peninsular. Excelsior	S\$255.00 (Breakfast @ S\$22.00, Internet inclusive)	City Hall	12min	7min
	Ramada	S\$255.00 (Breakfast & Internet inclusive)	Caldecott	8mins	20mins
	Dorsett Regency	S\$235.00 (Breakfast @ S\$22.00, Internet inclusive)	Outram	22mins	9mins
	Days	S\$225.00 (Breakfast & Internet inclusive)	Caldecott	15mins	20mins
	YWCA Fort Canning	S\$210.00 (Breakfast @ S\$18.00, Internet inclusive)	Dhoby Ghaut	21mins	9mins
	Ibis Bencoolen	S\$205.00 (Breakfast @ S\$20.00, Internet inclusive)	Bras Basah	6mins	7mins
	V Lavender	S\$195.00 (Breakfast @ S\$14.00, Internet inclusive)	Lavender	22mins	8mins
	Fragrance Riverside	S\$195.00 / S\$205.00 (Breakfast & Internet inclusive)	Clark Quay	26min	7min
	Fragrance Selegie	S\$160.00 (Breakfast & Internet inclusive)	Little India	24mins	8mins
	Fragrance Imperial	S\$160.00 (Breakfast & Internet inclusive)	Lavender	22mins	9mins
	Elegance	S\$150.00 (Internet inclusive)	Little India	24mins	10mins

*Above list is for reference only. A selection of hotels with different room rates has been arranged for foreign delegates to WES 2013. To book your room, please visit www.wes2013.org/where-stay for more information