

#### CANCELLATION POLICY:

All cancellations and refund requests must be in writing. Cancellations received more than 21 days prior to the conference start date will incur a MYR350 administrative fee. There is no refund for cancellations received within 21 days of the conference start date.

DELEG	ATE INFORM/	ATIO	ON (IN	ITERNATIONAL)								
Γitle: Mr	_First Name: _Tar	ro	0.7%	Last Nam	e (Surname)	Kansa		IIA Me	mber #:	1234567	7	1
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	1,72,73	_	_	k 1 <del></del>								
_					Position:	allager						
Oganiza	tion Address: 3-	3-1	II Kyot	bashi, Chuo-ku								
City:		S	State: To	okyo	Postal Code:	10400	31		Cour	ntry: Jap	an	
Tel:+8	1-3-6214-2231	N	Nobile:_	+81801234567	Fax: +81-3-	6214-22	234					
Email: t	kansa@abc.com			1	Emergency o	contact/F	Phone: +81	1-3-6214-2	231			
Dietary F	Requirements?	F	Please s	specify:								
				***************************************								
speciai i	Requirements?	-	riease s	specify:								7
Job Cod	e Description	<u>l</u>	ndustry	Code Description	500	-						
Code #	Industry Type		Code #	Industry Type		Code #	Industry T	ype	Code #	Industry	Туре	
J01	Contractor/Consultant	$\dashv$ $\vdash$	001	Aerospace and Defense		010	Gaming / Lotte		019		unting / Accour	
J02	Executive	$\dashv$ $\vdash$	002	Agriculture / Forestry / Fisher		011	Health Service		020		ncial Governme	ent
J03	Management	$\dashv$ $\vdash$	003	Communication / Telecommu	unication Services	012 Insurance Carriers / Agents		021	Technology			
J04	Retired	$\vdash$	004	Construction	^	013 Local Government		022		Transportation		
J05	Staff	$\dashv$ $\vdash$	005	Consulting Service	ine.	014		ional / Federal Government		Utilities Value of a 1	/ Detell	
J06 Other			006	Crown Corporations / Agenc Educational Services	ies	015 016	Manufacturing Mining		024	Wholesale / F	Hetail	
		-	008	Energy / Oil and Gas		O TO IVIII III		023	Other			
		-	009	Financial Services / Real Esta	ate (注)4月	30 H 以 B	<b>条5月31日</b>	までにお申	1.认み	をされる場	易合 <i>丰</i> 。	
PART 1	: REGISTRATI	_						ックをいれ			200	
Type o	of Registration	Re	egister	ed and payment	Re istered and payment Registered		ed and payment		Total (	MYR)		
		received on or before		received on or before		received after						
			1 Jan 2		30 April 2			30 April 2				
IIA M	embers			ord (court )							MYR4,6	50
		MYR 3,650		✓ MYR 4,650		☐ MYR 5,300			WITE 4,0	30		
12161276-161677 16164 - 161	Members	☐ MYR 4,950					,950					
Socie	ety Emeritus		200			//YR 2,65	50					
Deleg	gate Guest	/	None	8	1 Gues	t MYR 1,200 2 Gue		2 Gues	ests MYR 2,400			
Guest 1		First Name			Last Name					///	///	
		Dia	etary R	equirements?	Special	Requirer	nents?				//	///
				W1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-	_ Оресіаі	riequirei	HOHIO:				///	
		PI	ease Sp	ресіту:							///	///
		Fir	rst Nam	ie		Last N	Name				//	///
Gues	t 2	Di	otan, D	equirements?	□ Special	Requirer	monto?				///	//
GIGIOU	1.5				Special	nequirei	Herits:				///	
		Ple	ease Sp	pecity:							///	///
										Total	MYR4,6	50

- Full conference registration includes the 3-days program, conference materials, breakfasts, networking breaks, lunches, Welcome Reception and Gala Dinner
- Delegate guest registration includes Welcome Reception and Gala Dinner

# **PART 2: SOCIAL EVENTS**

Please indicate which events you plan to attend: Sunday Welcome Reception Tuesday Gala Dinner

For additional ticket(s), please fill in the following section

Type of Events	Date	Rate	Unit	Total (MYR)
Welcome Reception	10 Jul 2011, Sunday	MYR 270		
Gala Dinner	12 Jul 2011, Tuesday	MYR 400		
	•		Total	

## PART 3: HOUSING

Rates are per night and includes applicable taxes and fees

Hotel	Room Type	Rate (Single Occupancy Room)	Rate (Double Occupancy Room)	Total (MYR)		
Mandarin Oriental (5 Star)	Deluxe City View Room	MYR 1,233	✓ MYR 1,323	MYR6,615		
(Official Conference Hotel)	Deluxe Park View Room	MYR 1,808	MYR 1,898			
Too do so I lotal (4 Otas)	Deluxe City View Room	MYR 735	MYR 773			
Traders Hotel (4 Star) (Official Conference Hotel)	Trader City/Park View Room	MYR 958	MYR 958			
	Executive Suite City/Park View Room	MYR 1,214	MYR 1,214			
Crowne Plaza (5 Star)	Deluxe Room	MYR 575	MYR 626			
The Ascott (5 Star)	1 Bedroom Deluxe Lower Floor	MYR 896	MYR 896			
The Ascott (o otal)	1 Bedroom Deluxe Upper Floor	MYR 984	MYR 984			
Prince Hotel (5 Star)	Deluxe Room	MYR 492	MYR 492			
Timoc Flotor (o Otar)	Grand Deluxe Room	MYR 569	MYR 569			
Impiana Hotel (4 Star)	Superior Room	MYR 473	□NA			
implana motor ( rotar)	Deluxe Room	MYR 537	MYR 537			
Novotel Hotel (4 Star)	ROH (Run of House) Room	MYR 400	MYR 400			
Corus Hotal (4 Star)	Deluxe Room	MYR 444	☐ MYR 467			
Corus Hotel (4 Star)	Excutive Deluxe Room	MYR 556	☐ MYR 578			
			Total	MYR6,615		
Check-in Date: July 09, 2011 Check-out Date: July 14, 2011						
Other requirement: Smoking Non Smoking Disabled Facilities Others:						
Smoking and room type preference are based on hotel availability at time of check-in.						

# **PART 4: AIRPORT TRANSFER**

Airport transfer can be arranged from Kuala Lumpur International Airport (KLIA) to any of the official 2011 IIA International Conference Hotels. Kindly email us your date/time of arrival/departure and flight number to <a href="mailto:iia2011kl@aosconventions.com">iia2011kl@aosconventions.com</a> 30 days prior to your arrival.

Mode of Transfer	Pick-up Point	Drop-off Point	Rate	Unit	Total (MYR)
Private Airport Transfer (per car)**	KLIA	Hotel	MYR 170	1	MYR170
Tirvato / inport manoror (por oar)	Hotel	KLIA	MYR 170	1	MYR170
Sit-in-Coach Transfer (per person)	KLIA	Hotel	MYR 95		
Oit iii oodoii iidiididi (poi porooii)	Hotel	KLIA	MYR 95		

Total MYR340

Note: \*\* Maximun 2 persons per car

# PART 5.1: SIGHTSEEING TOURS (HALF DAY)

Time	Date (Jul 2011)	Rate (per person)	Unit	Total (MYR)
0900 - 1300	<b>O</b> 10   <b>O</b> 11   <b>O</b> 12   <b>O</b> 13	MYR 140		
0900 - 1400	<b>O</b> 10 <b> O</b> 11 <b> O</b> 12 <b> O</b> 13	MYR 140		
1800 - 2200	<b>O</b> 10 <b> O</b> 11 <b> O</b> 12 <b> O</b> 13	MYR 215		
	0900 - 1300 0900 - 1400	0900 - 1300	0900 - 1300	0900 - 1300

Note: \* Dinner Included

# PART 5.2: SIGHTSEEING TOURS (FULL DAY)

Tours	Time	Date (Jul 2011)	Rate (per person)	Unit	Total (MYR)
A day in the Rainforest*	1000 - 1500	<b>O</b> 10   <b>O</b> 11   <b>O</b> 12   <b>O</b> 13	MYR 315		
Historical Malacca*	0900 - 1700	<b>O</b> 10   <b>O</b> 11   <b>O</b> 12   <b>O</b> 13	MYR 325		
				Total	

Note: \* Lunch Included

#### PART 6: PRE & POST TOUR

Please tick if you are interested, our tour manager will be in contact with you to finalize the details of pre & post tour.

Pre & Post Tour	Duration	Tick (√)
Penang - The Pearl of the Orient	4 Days 3 Nights	
Langkawi Island - Legendary Paradise	4 Days 3 Nights	
Sabah - The Land Below the Wind	4 Days 3 Nights	
Sarawak - The Land of the Hornbill	4 Days 3 Nights	

#### PAYMENT DETAILS

Payment Details	Total Amount
Part 1: Registration Fees	MYR 4,650
Part 2: Social Events	MYR
Part 3: Housing	MYR 1,323
Part 4: Airport Transfer	MYR 340
Part 5.1 & 5.2 Sightseeing Tours	MYR
Grand Total	MYR 6,313

#### PAYMENT INFORMATION:

Registration fees must be paid within 14 days of registration or registration will be cancelled. All payments should be made payable to "The Institute of Internal Auditors Malaysia".

✓ OPTION 1: CREDIT CARD								
hereby authorize IIA Malaysia to de	ebit my credit card for the total amo	unt of						
Total amount due in MYR 6,313	Type of Card:	MasterCard	✓ Visa					
Card #: 4 1 2 3 4 5 6 7 8	9 1 2 3 4 5 6 Exp. Date:	1 2 1 3 (MMYY)	Secure Code (CVV/CVC): 1 2 1					
Name on Card: TARO KANSA								
Signature: Taro Kansa	はじめて電子署名をされる場合 最初に設定の手続きが必要で ガイダンスに従い設定してくださ	す。						

## **OPTION 2: TELEGRAPHIC TRANSFER**

Swift bank transfer must be made without charges to the beneficiary, and payable to "The Institute of Internal Auditors Malaysia" in Malaysian Ringgit (MYR) or its equivalent.

Name of Bank: Standard Chartered Bank

Address: 1st Floor, No. 2, Jalan Ampang, 50450 KUALA LUMPUR, MALAYSIA

Account #: 312-157066-353 Swift Code: SCBLMYKXXXX

#### **IMPORTANT**

- Please include a copy of your bank transfer with your form. Bank draft and cheque will not be accepted for payment
- Bank charges to be borne by payee

## LIABILITY

Personal travel insurance is strongly recommended, as AOSCE act as agent only in securing hotels, transport and travel services and shall not be liable for acts or defaults in case of injury, damage, loss, accident, delay or irregularity of any kind whatsoever during arrangement organized through contractors or the employees of such contractors in carrying out services. Hotel and transportation services are subject to terms and conditions under which they are offered to the public in general. The Organizing Committee reserves the right to make changes where deemed necessary, without or prior notice to parties concerned. All dispute:

Date:

given in this form for computerized hand 最初に設定の手続きが必要です。 ガイダンスに従い設定してください。

February 20, 2011

# Signature: Taro Kansa

**ENQUIRIES** 

For enquiries, please contact us at: iia2011kl@aosconventions.com

Please return this form to: 2011 IIA International Conference Secretariat

C/O AOS Conventions & Events Sdn.Bhd

No. 39 & 40, Jalan Mamanda 9, Ampang Point,

68000 Ampang, Kuala Lumpur, Malaysia.

Email: iia2011kl@aosconventions.com

Phone: +603 - 4252 9100 Fax:+603 - 4257 1133