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Registration Form

(Please complete this form in English and BLOCK or TYPE SCRIPT letters. Photocopy of this Form is acceptable.)

Personal Details			
Title: <input type="checkbox"/> Professor <input type="checkbox"/> Dr. <input type="checkbox"/> Mr. <input type="checkbox"/> Ms. <input type="checkbox"/> Mrs.			
First Name:		Last Name:	
Email: (**Confirmation email will be sent once the registration is completed)			
Tel: ()		Fax (optional): ()	
Address:			
		Country/Region:	
HKDA Membership Number:		DCHK Registration Number:	
<input checked="" type="checkbox"/> Please choose your CPD/CME Administrator(s): (Applicable to local dentists only)			
	Hong Kong Dental Association	Department of Health	The College of Dental Surgeons of Hong Kong <input type="checkbox"/> DCHK Enrollee <input type="checkbox"/> Fellow / Specialist <input type="checkbox"/> Higher Trainee <input type="checkbox"/> MGD Holder

Full Registration	<input checked="" type="checkbox"/>	Early Bird (on or before 15 th Nov)	<input checked="" type="checkbox"/>	Standard (16 th Nov – 2 nd Dec)
Dentist		HK\$3,400		HK\$3,900
Dental Team [^]		HK\$1,200		HK\$1,400
Dental Student (Full-time Post-graduate / Undergraduate)		HK\$1,200		HK\$1,400
Trade & Industry Representative		HK\$1,200		HK\$1,400
Accompanying Person* Name:		HK\$1,200		HK\$1,400

[^] Dental team shall include, but not limited to Dental Office Personnel, Dental Surgery Assistant, Dental Hygienist, Dental Technician, Dental Therapist, and Registered Nurse.
^{*} Joining with full paid participants who register as Dentist only.

Day Registration	Standard (on or before 2 nd Dec)	On-site (10 th – 12 th Dec)	<input checked="" type="checkbox"/> Choice of Day			
One Day Lecture Only	HK\$1,600	HK\$1,900	10 th Dec	11 th Dec	12 th Dec	

Workshop Registration	Date & Time	<input checked="" type="checkbox"/>	Early Bird (on or before 15 th Nov)	<input checked="" type="checkbox"/>	Standard (16 th Nov – 2 nd Dec)
Dental Photography Made Easy <i>Dr. Adrian Hon (Hong Kong)</i>	11 th Dec (Sat) 13:30 – 16:30		HK\$800		HK\$1,000
Experience the Simple, Fast, and Safe Way of Root Canal Shaping with Niti System <i>Dr. Henrique Bassi (Brazil)</i> (Instructor of the Hands-On Exercise: <i>Dr. Alex W K Chan, Hong Kong</i>)	12 th Dec (Sun) 13:45 – 16:45	FULL	HK\$800	FULL	HK\$1,000

Remarks:

- There are limited seats for the workshop(s). To ensure your place, please register early.
- Participants must register the Congress in order to join the workshop(s).
- For better hand-on experience, participants are required to bring along the extra equipment suggested by the speaker.
 For details, please refer to <https://hkideas.org/registration/information>

Grand Total: HK\$
(after deducting voucher value, if applicable)

Payment Summary

- HK\$ 300 CPD Course Cash Voucher no. (HKDA paid-up members only) **: _____
 - Total Amount (after deducting voucher value): HK\$ _____
 - Bank Draft / Bank Transfer / Cheque No.: _____ (Issuing Bank: _____)
- (** Please send the **completed registration form together with original CPD Course Cash Voucher (if any) to Congress Secretariat**. The registration will only be confirmed upon receipt of full payment and original cash voucher)

I hereby agree with the terms and conditions stated by the Organizer, the Hong Kong Dental Association.

Signature: _____ Date: _____

Please send completed form with payment to the Congress Secretariat:
 Connexus Travel Limited, Unit 501, 5/F Tower B, Manulife Financial Centre, 223 Wai Yip Street, Kwun Tong, Kowloon, Hong Kong

Data Protection

All the information provided in this form will be used by the Hong Kong Dental Association (HKDA) and may be transferred to authorized parties involving personnel, agents, advisers, auditors, contractors, sponsors and service providers for the purposes of processing the registration, making reservation of rooms, granting CME/CPD points for attending the events/ courses and handling relevant matters relating to the 10th HKIDEAS. You are required to supply the data in order to make the registration and reservation. Failure to provide the information may render your registration unsuccessful or delayed. You have the right to request access to and make correction of your personal data held by HKDA. You should make your data access request to HKDA by email at hkideas@hkda.org or by fax at (852) 2529 0755 or by mail to 8/F, Duke of Windsor Social Service Bldg, 15 Hennessy Rd, Wanchai, HK.

1. Registration Information

Registration can be arranged through the online registration system (www.hkideas.org) or sending in completed registration form and fee.

a) Payment by Cheque or Bank Draft:

Please make a crossed cheque or bank draft payable to "Hong Kong Dental Association Limited." and send it together with the completed registration form and original cash voucher (if any) to:

Ms. Elaine Wong
10th HKIDEAS Congress Secretariat
Connexus Travel Limited
Unit 501, 5/F Tower B, Manulife Financial Centre,
223 Wai Yip Street, Kwun Tong, Kowloon, Hong Kong

b) Payment by Bank Transfer:

Please transfer payment to the following bank account and send the bank receipt together with the completed registration form to the Congress Secretariat as shown above:

Account Name: Hong Kong Dental Association Limited
Name of the Bank: Fubon Bank
Account Number: 828-0-702975-6

2. Terms and Conditions

Registration Confirmation

A letter of confirmation will be sent after the Congress Secretariat received a completed registration with full payment and original cash voucher (if any).

Name Change

Name changes are not possible **after 2nd December 2021**

Cancellation

No refund will be made for cancellation of registration. In case the Organizer cancel the event, all paid registration fees will be refunded in full.

Liability

The Organizer is not responsible for personal accidents or damages to the private property of registered participants. It is suggested that participants make their own arrangements with respect to medical, accident and other necessary insurance.

Privacy Policy Statement

Hong Kong Dental Association ("HKDA") respects personal data privacy and is committed to fully implementing and complying with the data protection principles and all relevant provisions under the Personal Data (Privacy) Ordinance (Cap. 486) (the "Ordinance"). When we collect personal data from individuals, we will provide them with a Personal Information Collection Statement ("PICS") on or before the collection in an appropriate format and manner (e.g. in the same paper form or web page that collects the personal data). Please read this privacy policy in detail before submitting any personal information.

Statement of Practice

Kinds of Personal Data Held

The personal data held by HKDA mainly includes the name, nationality, organization name, job title, correspondence address, telephone number, email address, membership number, if applicable, of the registrants of the Hong Kong International Dental Expo And Symposium (HKIDEAS).

Main Purposes of Keeping Personal Data

Personal data held is kept for the purposes of processing the registration, making reservation of rooms and handling relevant matters relating to the HKIDEAS.

Outsourcing Arrangements

HKDA has commissioned a conference organizer to handle the registration matters of the HKIDEAS. All service providers are bound by contractual duty to keep confidential any data they come into contact with against unauthorized access, use and retention.

Protection Measures

HKDA takes appropriate steps to protect the personal data we hold against loss, unauthorized access, use, modification or disclosure.

Retention

HKDA maintains and executes retention policies of records containing personal data to ensure personal data is not kept longer than is necessary for the fulfilment of the purpose for which the data is or is to be used.

Disclosure of Personal Data

The personal data may be provided to authorized parties involving personnel, agents, advisers, auditors, contractors, sponsors and the service providers of the HKIDEAS and the Executive Committee of the HKIDEAS for organizing the HKIDEAS, handling registrations and related matters such as arrangement of banquets, local tours or social events, granting of CME/ CPD points for attending the events/ courses, etc.

Data Access and Correction

You should make your data access request or correction by sending the request directly to HKDA by fax (2529 0755), by email at hkideas@hkda.org, or by mail to:

Hong Kong Dental Association
8/F., Duke of Windsor Social Service Building
15 Hennessy Road, Wanchai
Hong Kong

Please note that HKDA shall or may refuse to comply with a data access request in the circumstances specified in section 20 of the Ordinance.

When handling a data access or correction request, HKDA will check the identity of the requester to ensure that he/she is the person legally entitled to make the data access or correction request. A fee may be chargeable by HKDA for complying with a data access request, if deemed fit. A Data Protection Log Book is maintained as required under section 27 of the Ordinance.

Any enquiries regarding personal data privacy policy and practice may be addressed to HKDA at the above correspondence address, or via email at hkideas@hkda.org.

We keep our privacy policy statement under regular review. This statement was last updated on 13th July 2021.

Enquiry

Congress Secretariat (Connexus Travel Limited)
Unit 501, 5/F Tower B, Manulife Financial Centre,
223 Wai Yip Street, Kwun Tong, Kowloon, Hong Kong
Tel: (852) 3151 8900
Email: info@hkideas.org

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