



Sailing Course (Level 2)
 Basic Skills Training (4-day course)
 for sailors with Level 1 certificate
Enrolment Form

13, 14, 25 & 28 December

Please reply on or before **10 October 2014**

MCS2 Event Code: SIG141213

Finance & Operations Department,
Hong Kong Institute of CPAs
 37th Floor, Wu Chung House,
 213 Queen's Road East, Hong Kong.
Fax no: 2893 9853

FOR OFFICE USE

Seq. no.: _____

Handled by: _____

Please allow 4 working days to process your application. You can check your enrolment status at "My CPA" at <http://www.hkicpa.org.hk>.

Name:	(Mr./Mrs./Ms.)	SIG member:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Membership No.:		Email:	
Tel:		Mobile:	(for emergency contact on the day of activity.)

Course fee: \$284 (based on 6 participants. Enrollees will be contacted if he is required to pay a higher fee if the enrolment number is less than six.)

Have you possessed one of the following entry requirements: Yes No

Entry Requirement - Holder of Hong Kong Sailing Federation (HKSF) Level 1 Introduction to Sailing Certificate OR Successfully completed Introduction to Sailing Training Course.

Venue: Stanley Main Beach Water Sports Centre, Stanley Link Road, Stanley, Hong Kong

Payment Method (Please tick the appropriate box)

<input type="checkbox"/> Cheque (no. _____) payable to "Hong Kong Institute of Certified Public Accountants" or "HKICPA"	
<input type="checkbox"/> VISA / MasterCard	<input type="checkbox"/> BOC HKICPA UnionPay card
Card Number:	Card Expiry Date (MM/YY):
Cardholder's Name (block letters):	Cardholder's Signature:
	Date:
<input type="checkbox"/> I would like to have an official receipt. (Remarks: Official receipt will be sent to your email address provided above.)	

Declaration

I declare that I do not suffer from any illness/disability that renders me unfit to participate in the above activity. I will immediately notify the convenor of the interest group/HKICPA if, for any reason, my health subsequently renders me or may render me unfit to participate in the above activity. I fully accept that the convenor of the interest group/HKICPA will then consider whether I should, in the interest of safety or the safety of the other participants, continue to be allowed to further participate in future sessions and that his/her/the decision of the HKICPA will be final.

Where trainers are in place, I agree to follow the trainer's instructions. I agree that this may be a verbal, visual, physical or demonstrative form of communication. I will ask for further clarification of any ambiguous and/or inaudible instructions. I understand that I will be asked to leave a session immediately if deemed to be deliberately ignoring the instructions from the trainer.

I further declare that, for the purposes of joining and participating in the above activity of Sailing Interest Group, I can swim for at least 50 meters with light clothing.

Assumption of Risks and Disclaimer of Liability

As a participant in the above activity you accept that you may be exposing yourself to risk of harm due to the hazards inherent in the activity.

Date: _____

Signature: _____

(Please read notes on enrolment and privacy policy on the next page)

For payment by cheque, please fill-in your postal address for refund in case the event is full or cancelled.	
Name :	Name :
Address:	Address :

Notes:

1. Priority for enrolment will first be offered to SIG members and then to non-SIG HKICPA members in the case of over subscription. Non-members' applications will only be processed after registration deadline subject to availability.
2. Full payment must be made before your enrolment will be processed. No telephone reservation will be accepted.
3. The closing date for enrolment is **10 Oct**. However, the Institute has the discretion to accept late enrolments as it sees fit.
4. Application by fax will ONLY be accepted when payment is made by credit card. Cash is strictly NOT accepted.
5. Successful enrollees will receive confirmation by email or by telephone, whereas unsuccessful applicants will receive full refund.
6. If you do not hear from us two working days after the closing date, please contact Ms. Jenny Wu at 2287 7034 / Ms. Elaine Wai at 2287 7230.
7. Unless the activity is cancelled due to unforeseen circumstances, low enrolment or bad weather, no refund for withdrawal will be entertained after the enrolment has been processed.
8. Bad weather arrangement: The activity will be cancelled if typhoon signal no. 3 or above / Black Rainstorm Warning is hoisted 2 hours prior to the commencement of the activity.
9. The Institute reserves the right to change the venue and date of the course due to unforeseen circumstances.

Personal Data: Your personal data collected from the enrolment process and administration of courses/events/activities will be used for the purpose of the administration of the course/event/activity on which you are enrolled ("Event"). Such data collected may be accessible by the Institute's officers, persons or committees processing the application and related matters. In addition, the Institute may use the collected data for statistical research and analysis. By submitting this Enrolment Form, you understand and agree that the Institute may provide your personal data above to co-organisers/service providers in or outside Hong Kong for the purpose relating to the Event. The Institute intends to use the personal data of your name, email address and correspondence address to inform you, where relevant, of members' benefits, goods, services, facilities and events organized or provided by the Institute or other organizations. Members and registered students may opt out of receiving such materials at any time by logging in via the following link <https://www.hkicpa.org.hk/en/members-area/comm-preference/>. Non-members may opt out of receiving such materials at any time by sending an email to the Institute at privacyofficer@hkicpa.org.hk or a letter to the Institute's privacy officer. For more information about the privacy policy of the Institute, please go to <http://www.hkicpa.org.hk/en/service-tools/privacy-policy/>.

Event Information Enquiry: 2287 7034 / e-mail: jennywu@hkicpa.org.hk

Payment & Enrolment Status Enquiry: 2287 7381 / e-mail: finance@hkicpa.org.hk