

# IPBA 2020 Shanghai Registration Guidelines and Condition

## Delegate Fee

| Categories(Including 7% GST in RMB) | IPBA Singapore Only 24-27 Apr | Super Early Bird 28 Apr-31 July | Early Bird 1 Aug-30 Nov | Regular 1 Dec-14 Apr 2020 | Onsite 20 Apr-23 Apr 2020 |
|-------------------------------------|-------------------------------|---------------------------------|-------------------------|---------------------------|---------------------------|
| IPBA Member                         | \$1400                        | \$1650                          | \$1790                  | \$1940                    | \$2240                    |
| Non-IPBA Member                     |                               | \$1840                          | \$2090                  | \$2350                    | \$2460                    |
| Young Lawyer-Member                 | \$1150                        | \$1190                          | \$1360                  | \$1540                    | \$1870                    |
| Young Lawyer-Non member             |                               | \$1520                          | \$1730                  | \$1940                    | \$2160                    |
| Corporate Counsel-Member            | \$1100                        | \$1110                          | \$1270                  | \$1430                    | \$1700                    |
| Corporate Counsel-Non Member        |                               | \$1270                          | \$1450                  | \$1640                    | \$1960                    |
| Accompanying Person                 | \$620                         | \$740                           | \$910                   | \$1190                    | \$1480                    |

## Delegate Fee Inclusions & Excusions

Inclusions:

- Access to all conference and exhibition area
- Access to all official social functions
- Delegate Kit: ID badge and lanyard,
- IPBA Committee Session Documentation
- F&B: Morning Break, Lunch and Afternoon Break

Exclusions:

- IPBA Golf Tournament Fees
- Tour Fees
- Accommodation and Airfare Tickets

## Accompanying Person Inclusions & Exclusions

Inclusions:

- ID badge and lanyard
- Access to all official social functions

Exclusions:

- IPBA Golf Tournament Fees
- Tour Fees
- Accommodation and Airfare Tickets

*Note: Accompanying guests also have the opportunity to register for optional excursions and golf tournaments. No member of the legal profession may be registered as an Accompanying Person.*

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### IPBA Membership

- Any non-member who registers at the non-member rate can become an IPBA member for one year and the membership fee is included with conference registration, subject to terms and conditions of IPBA membership.
- Registration fees for members of the IPBA do not include membership dues for 2019 or 2020
- Your IPBA Membership Number is required to register at the "IPBA Member" rates.
- To qualify as a Young lawyer, delegate must be:
  - 35 years old or younger throughout 2020
  - a lawyer in good standing in at least one jurisdiction

To qualify as a Corporate Counsel, delegate must be an in-house counsel at firm/organization which is not a law firm.

### Payment Methods

#### **ALL PAYMENTS MUST BE RECEIVED IN ADVANCE OF THE EVENT**

##### **By Credit Card:**

If you encounter any error in payment using credit cards, please contact [delegates@ipba2020.com](mailto:delegates@ipba2020.com)

##### **By Wire Transfer:**

Company name: East Star Event Management Co. Ltd.

Company address: No.111, Shiboguan Road, Shanghai

Post code: 200126

Company telephone: 20777098

Bank's name: Lu wan sub-branch, bank of China

Bank's address: No.205, South Maoming Road, Shanghai

Bank's telephone: 64746260

Foreign currency account (US dollar): 778470021409

National, local tax code: 913101150712348408

SWIFT Code: BKCHCNBJ300

Note for all wire transfer transactions

- Corresponding bank charges will be applied and will be shouldered by the delegate; prevailing exchange rate at the time of payment will be used.
- Please send your proof of payment to [delegates@ipba2020.com](mailto:delegates@ipba2020.com) for payment confirmation.

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### Cancellation and Substitutions

- Substitution with a qualified candidate is allowed by providing at least 5 working days of advance notice to IPBA (2020) Shanghai committee. Please notify the Conference Organizer ([delegates@ipba2020.com](mailto:delegates@ipba2020.com)) of the replacement delegate's name and contact details.
- If you are unable to arrange a replacement, you may cancel your registration
  - If the registration is cancelled prior to **31st August 2019**, you will receive a full refund less an administration fee.
  - If the registration is cancelled from **1st September to 31st December 2019**, 50% of the fee will be charged.
  - Any cancellations made after **31st December 2019** will not be refunded
- In an unlikely event that the conference is cancelled, IPBA (2020) Shanghai committee will refund the full amount and disclaim any further liability

### Other Terms and Conditions

- All rates are in RMB, inclusive of all applicable China taxes
- IPBA (2020) Shanghai committee reserves the right to change the content and timing of the programme, the speakers, date and venue due to reasons beyond their control.
- **PRIVATE DISCLOSURE STATEMENT:** Any information provided by you in relation to this event is being collected by IPBA (2020) Shanghai committee and will be held in the strictest confidence. It will be added to our database for the primary purpose of providing you with information about future events and services