



HIỆP HỘI ĐIỀU VIỆT NAM
Vietnam Cashew Association

THE 13TH VINACAS GOLDEN CASHEW RENDEZVOUS 2024

QUANG BINH - VIET NAM
From 26th till 28th February 2024

ATTENDANCE REGISTRATION FORM

Should you need further information, please do not hesitate to contact VINACAS Office at
Phone: +84 283 8242136 ; Cell phone: +84 907 681 455 (Ms. Hong Ngan)/ +84 917 888 148 (Mr. Trung).
Email: admin@vinacasvn.org, info@vinacasvn.org

METHODS OF PAYMENT:

Telegram Transfer

Note: **All costs (sender or receiver) are to be charged to the issuer of the cheque or transfer**

Beneficiary's Account:

Account No: **114000025242**

Vietnam Joint Stock Bank for Industry and Trade - HCMC Branch

Address: 79A Ham Nghi, District 1, Ho Chi Minh City, Vietnam

Swift code: **ICBVVNVX900**

Beneficiary: **VIETNAM CASHEW ASSOCIATION**

Contents (indicate): **[COMPANY OR DELEGATE NAME] AT VINACAS GCR-2024 QUANG BINH**

in cash

by Cheque

Paid at site in due date:

VINACAS OFFICE

Old address: 135 Pasteur, Vo Thi Sau Ward, District 3, Ho Chi Minh City, Vietnam

New address: Floor 3, Building The Prince Residence, 17-19-21 Nguyen Van Troi Street, Ward 14, Phu Nhuan District, HCMC, Vietnam

Phone: +84 283 8242136/ +84 907 681 455.

(*) Other modes of payment: Call VINACAS Office.

Note:

- In case of late or at site payment, a surcharge per person will be applied by credit card, debit card or in cash: **USD 100 per person (~VND 2,350,000).**

- If payment is not received in a timely manner, the official participation for the respective attendee will not be confirmed.

1. General information:

Company's name:		VINACAS member Yes <input type="checkbox"/> No <input type="checkbox"/>	
Address:		Tel/ Fax:	
Company's email:		Website:	
Contact person:		Mobile:	

2. Participants/ delegates:

First Delegate	Additional Delegate
Mark: Mr/ Mrs/ Ms/ Prof/ Dr	Mark: Mr/ Mrs/ Ms/ Prof/ Dr
Name:	Name:
Position:	Position:
Email:	Email:
ID/ Passport No:	ID/ Passport No:
Nationality:	Nationality:
Vegetarian meal: Yes <input type="checkbox"/> No <input type="checkbox"/>	Vegetarian meal: Yes <input type="checkbox"/> No <input type="checkbox"/>
Room: Yes <input type="checkbox"/> No <input type="checkbox"/>	Room: Yes <input type="checkbox"/> No <input type="checkbox"/>

(*Note: In case there are more persons, please complete one another form.

Please let the Organizing Committee know if you have a history of a chronic disease (stomach, etc.), a food allergy to particular foods or seafoods, or if you want to set up a separate meal.

3. Company profile or participant's bio (if you wish to share):

We would like confirm our participation in accordance with the following Terms and Conditions by signing hereunder.

Date month year 20

Authorized signature

(Signature and stamp)

Enclosed:

- Personal photo (5x5)cm (name file with your full name, or handwrite it in back of printed photo).
- A color scan copy of passport (main page).

Internal use/ note of (VINACAS):

Terms and Conditions, And Guidance for Attendance Registration

Participation fee:

Delegates (Please tick "X" in suitable box)	PACKAGE 1: Participation fee + Hotel room (2 nights)		PACKAGE 2: Participation fee (without hotel room)	
	BEFORE 26/12/2023	AFTER 26/12/2023	BEFORE 26/12/2023	AFTER 26/12/2023
First VINACAS member delegate	690 USD <input type="checkbox"/> ~ 16,200,000 VND	790 USD <input type="checkbox"/> ~ 18,500,000 VND	590 USD <input type="checkbox"/> ~ 13,800,000 VND	690 USD <input type="checkbox"/> ~ 16,200,000 VND
Additional VINACAS member delegate	590 USD <input type="checkbox"/> ~ 13,800,000 VND	690 USD <input type="checkbox"/> ~ 16,200,000 VND	490 USD <input type="checkbox"/> ~ 11,500,000 VND	590 USD <input type="checkbox"/> ~ 13,800,000 VND
Non-member of VINACAS	790 USD <input type="checkbox"/> ~ 18,500,000 VND	890 USD <input type="checkbox"/> ~ 20,900,000 VND	690 USD <input type="checkbox"/> ~ 16,200,000 VND	790 USD <input type="checkbox"/> ~ 18,500,000 VND

Note:

- Exchange rate USD/ VND = 23,500 (temporary calculation); exchange rate may be adjusted based on daily exchange rate (transaction) by Vietcombank. It's possible to round an actual amount.

- In case of late or at site payment, a sur-charge per person will be applied by credit card, debit card or in cash.

Participant's benefits:

Packages	Inclusive of 2-night-accommodation at the meeting venue hotel/ resort (5 star) or equivalent, with buffet breakfasts	Entrance Pass for all meetings	Half-day Free Pre-tour	Free participation in all other activities at the event	All meals as per the agenda
Package 1: Participation fee + Hotel room (2 nights) + Half-day free Pre-tour	YES	YES	YES	YES	YES
Package 2: Participation fee (without hotel room) + Half-day free Pre-tour	NO	YES	YES	YES	YES

Note:

- Flight tickets, entry visas, airport transfers, and other personal expenditures (if any) are NOT INCLUDED in any of the aforementioned packages.

- Participation packages, which include accommodation, may be sold out sooner than expected depending on the hotel's room availability.

- There will be no refund or discounted price for delegates who choose not to take part in the event's free Pre-tour.

- In case you have any other specific demands, or indicate whether you are a vegetarian, please fill in the form or contact VINACAS Office.

Special rates for delegation (group of delegates):

- A delegation that consists of ten or more delegates will receive a 10% public rate reduction.

- The delegation will have a reserved table set up for ten people at two dinner gatherings as per the event's agenda. A vegetarian food table will be set up per the delegation's requests.

- Priority registration and speed check-in process.

REGISTRATION GUIDANCE, OTHER TERMS AND CONDITIONS

1. OVERVIEW: Delegates' registration includes rights and benefits according to the rules and regulations of the Organizing Committee which are indicated in the Registration Form.

2. REGISTRATION GUIDANCE: Registration form must be filled in and completed its entirety. One registration form must be completed for 02 persons maximum per form. In case there are more persons, please complete one another form. Registrants whose forms and payments are completed will receive a Confirmation of the registration from the Organizing Committee. The delegate would bring this confirmation letter when attending the conference for check-in procedures and receiving delegate badges.

Filling out this form is not necessary for domestic dignitaries who get an invitation from VINACAS.

3. HOTELS: There are two types of participation registration which are (1) inclusive of accommodation at the meeting venue hotel/ resort with breakfasts, or an equivalent nearby, and (2) exclusive of accommodation.

4. FOODS: Vegetarian or any other specific foods shall be reserved and only guaranteed at the dinners (type: set menu). The delegate may book table seatings in advance according to the announcement of the Organizing Committee. You are requested to inform the Organizing Committee if you have a history of a chronic disease (stomach, etc.), a food allergy to particular foods or seafoods, or if you want to set up a separate meal.

5. NAME BADGES: Name badge is required to attend all panels, sessions and other event's activities. To obtain the name badge, the participants must be registered and proper fees must be paid. It is absolutely prohibited to use a

name badge that has been unlawfully created or falsified. Name badge will be delivered at the check-in desks at the conference venue.

6. REGISTRATION LIST: A list of participants will be available in the event's apps or will be shared to all official delegates one week before the event opened. To be included in this list, your registration form with full payment must be received one month prior to the event.

- Official event's apps: The Organizing Committee will operate an event's apps (e.g. Whova apps). All official delegates will be able to enjoy networkings and online meeting activities prior to the meetings via this apps, such as setting up meeting appointments, business matching etc.

7. INSURANCE: Registration fees do not include insurance of any kind. The Organizers cannot take any responsibility for insurance-related claims. The event's tours and traveler insurance are conducted by VINACAS partners. It is recommended that conference attendees procure comprehensive travel insurance from a travel agency or insurance service provider in advance of their trip.

8. TERMS AND CONDITIONS ON LATE PAYMENT, AT-SITE PAYMENT, AMENDMENT & CANCELLATIONS:

- Delegates must re-register or pay the difference if they successfully registered for the early bird pricing but pay after the day they were given the early bird rate.

- According to the rules set forth by the Organizing Committee, delegates who pay on-site with cash or a Visa card on the day of arrival or check-in at the event may be charged an additional fee. Payments by Telegram Transfers must be made no later than one week prior to the start of the event.

- Full refund will be given to early registrants, if

cancellation is received before two months prior to the event opening date. A 10% administrative fee will be charged to regular registrants for all cancellations.

- No refunds will be made for no-shows or if you cancel within two months prior to the event opening date, whatever the reason. To be entitled to a refund, cancellations must be made in writing and you must have a signed and sealed note from the VINACAS Chief of Office. If you are unable to attend, a substitute delegate may be registered and should be informed within three weeks prior to the event opening date.

9. OTHER TERMS & CONDITIONS:

- The Organizing Committee provides special rates for early-bird registrations and delegations, which are groups of 10 or more people. Invited dignitaries and some invited important entities are subject to free registration, as determined by the Organizing Committee.

- It may be necessary for reasons beyond the control of the organisers to alter the content, timings or venue pursuant to a resolution of VINACAS Board of Executive Members or VINACAS Board of Standing Executive Members. Accordingly, the organisers will not accept liability for any amendment, transport disruption, individual transport delays, hotel accommodation and others.

10. QUESTIONS: If you have any further question or need additional information, you can contact VINACAS Office: admin@vinacassvn.org; info@vinacassvn.org, or fax to: +84 (0) 283 8242138 or call +84 (0) 283 8242136. You can also visit our web site at www.vinacassvn.com.vn; <http://events.vinacassvn.com.vn/> to have updated meeting information.