

# INSTRUCTIONS:

## A. REGISTRATION DETAILS

Registration Fee:	(US Dollars)
Attendee	US\$ 1,200.00
Accompanying Person	US\$ 600.00

Notes:

1. Attendee Registration Fee includes Welcome Reception, Workshops, Lunch, Coffee break, Dinner plus a night show “Impression West Lake”, Gala Dinner.

2. Accompanying Person includes Welcome Reception, Dinner plus a night show “Impression West Lake”, and Gala Dinner.

## B. THE VENUE OF THE SYMPOSIUM

The 6th China Intellectual Property Symposium will be held in **Grand Metropark Hotel Hangzhou** instead of Hyatt Regency Hangzhou Hotel, This hotel is only 15 minutes on foot from the Hyatt Regency hotel.

## C. HOTEL ACCOMMODATION

**Hotel Room Rates (Preferential price) (CN Yuan)**

**Option 1: Grand Metropark Hotel Hangzhou (5 Stars, the Symposium Hotel):**

Room Type	Price/per night per room including breakfast
Twin beds:	About CN ¥ 600.00 (about US\$90)
King-size bed:	About CN ¥ 600.00 (about US\$90)

Address: No. 2 Pinghai Road, Hangzhou, Zhejiang Province, China

<http://grandmetroparkhangzhou.com/>

(US\$-CNY Exchange Rate: approximately 1: 6.9)

### Terms & Conditions

- The room rates quoted above are inclusive of one/two daily buffet breakfast for single/double occupancy.
- The room rates quoted above are inclusive of internet access in guest rooms and public area in hotels.
- The cutoff date of hotel accommodation booking is 24<sup>th</sup> March 2017, thereafter requests for rooms are subject to room availability.
- Check-in Time is after 14:00 PM. If guests wish to occupy the room before 14:00 PM, a reservation for a night prior to the arrival date is recommended.
- Check-out Time is at 12:00 PM. Use of rooms from 12:00 PM to 18:00 PM on the day of departure may be charged at fifty percent (50%) off the negotiated rates, subject to availability. Use of rooms after 18:00 PM will be charged at a full night room rate, subject to availability.
- Room rate or any other charges will be paid by hotel guest himself or herself directly in the Hotel.

**Option 2: HYATT REGENCY Hangzhou (5 Stars, the Symposium Hotel):**

Room Type	Price/per night per room including breakfast
Standard:	CN ¥ 1250.00 (about US\$181)
Lake view standard:	CN ¥ 1700.00 (about US\$246)

Regency club:	CN¥ 1700.00 (about US\$246)
Lake view Regency club:	CN¥ 1900.00 (about US\$275)

(Extra Service Tax: 15%)

Address: 28, Hubin Road, Hangzhou, 310006, China. Tel: +86 (571) 8779 1234 Fax: +86 (571) 8779 1188  
<https://hangzhou.regency.hyatt.com/zh-Hans/hotel/home.html>

(US\$-CNY Exchange Rate: approximately 1: 6.9)

If participants want to stay at the Hyatt Regency hotel for the duration of symposium, you may need to make your booking by contacting [vera.wu@hyatt.com](mailto:vera.wu@hyatt.com) or [gail.guo@hyatt.com](mailto:gail.guo@hyatt.com).

#### D. ONE-DAY TOURS, EXCURSION & GALA DINNER

- a. 31<sup>st</sup> March, One-day City Tour in downtown Hangzhou (\$ To be confirmed)
- b. 1<sup>st</sup> April, One-day Tour in downtown Hangzhou (\$ To be confirmed)
- c. 2<sup>nd</sup> April, Excursion (\$ To be confirmed)
- d. 30th March Welcome Reception (\$ 0)
- e. 31st March Dinner & Night Show (\$ 0)
- f. 1st April Gala Dinner (\$ 0)

Notes:

The one-day tours and excursion from 31<sup>st</sup> March to 2<sup>nd</sup> April will be directly charged by the travel agency. The specific charges for each day are to be confirmed.

#### E. REGISTRATION FORM TEMPLATE

Registration	Registration Result
Symposium: <input type="text" value="The 6th China Intellectual Property Symposium (Hangzhou)"/>	
Date: 2017-03-30 - 2017-04-02 Venue: Grand Metropark Hotel Hangzhou	
Attendee Fee: \$1200	Accompanying Person Fee: \$600
Tel(FICPI CHINA): +86 (10)58572725; 58572609 Fax: +86 (10)58572728	
<b>Participant Information</b>	
*Last Name: <input type="text" value="Wang"/>	<input checked="" type="radio"/> Mr. <input type="radio"/> Mrs. <input type="radio"/> Ms. <input type="radio"/> Dr.
*First Name: <input type="text" value="James"/>	*Position: <input type="text" value="Manager"/>
*Passport No.: <input type="text" value="G00001"/>	*Organization: <input type="text" value="ACPAA"/>
*City: <input type="text" value="Beijing"/>	*Country: <input type="text" value="China"/>
*Postal Code: <input type="text" value="100120"/>	*Email: <input type="text" value="James@sina.com"/>
*Tel/Cell phone: <input type="text" value="86-10-58572708"/>	*Fax: <input type="text" value="86-10-58572708"/>
*Address: <input type="text" value="Room 507, No.6, BeisanhuanaZhonglu,Xicheng District, Beijing P.R.China"/>	

### Accompanying Person(s) +

*Last Name:	<input type="text" value="Gao"/>	<input checked="" type="radio"/> Mr. <input type="radio"/> Mrs. <input type="radio"/> Ms. <input type="radio"/> Dr.
*First Name:	<input type="text" value="Vivian"/>	*Passport No.: <input type="text" value="G00002"/> <a href="#">[delete]</a>
*Last Name:	<input type="text" value="Wang"/>	<input checked="" type="radio"/> Mr. <input type="radio"/> Mrs. <input type="radio"/> Ms. <input type="radio"/> Dr.
*First Name:	<input type="text" value="Joey"/>	*Passport No.: <input type="text" value="G00003"/> <a href="#">[delete]</a>

### One-day Tours, Excursions and Gala Dinner

- 31st March One-day City Tour in downtown Hangzhou(\$ To be confirmed)  
Participant(s) name:  2 ▾
- 1st April One-day Tour in downtown Hangzhou(\$ To be confirmed)  
Participant(s) name:  1 ▾
- 2nd April One-day Tour(\$ To be confirmed)
- 30th March Welcome Reception(\$ 0)
- 31st March Dinner &Night Show(\$ 0)
- 1st April Gala Dinner(\$ 0)

### Hotel Accommodation

- Accommodation arrangements by participants themselves

The delegates wishing to stay at the Hyatt Regency hotel for the duration of Symposium can still enjoy the meeting price and may extend their booking by contacting vera.wu@hyatt.com or gail.guo@hyatt.com.

- The Grand Metro park Hotel Hangzhou

Twin beds(¥625):	<input type="text" value="Please select"/> ▾	King-size Bed(¥625):	<input type="text" value="1"/> ▾
*Arrival Date:	<input type="text" value="2017-03-30"/>	*Departure Date:	<input type="text" value="2017-04-01"/>
*Expected Arrival time:	<input type="text" value="16:00"/>	*Number of Nights:	<input type="text" value="2"/> ▾

### Registration Fee

Attendee:	<input type="text" value="\$ 1200"/>	Accompanying Person(s):	<input type="text" value="\$ 1200"/>
Total cost:	<input type="text" value="\$ 2400"/>		

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