Hong Kong Institute of
Certified Public Accountants
香港會計師公會

MCS2 Event Code: SIG111105

Member & Corporate Services Department,
Hong Kong Institute of CPAs
37th Floor, Wu Chung House,
213 Queen's Road East, Hong Kong.

Fax no: 2803 4620

FOR OFFICE USE
Seq. no.: _____
Handled by: _____

Sailing Course (Level 2) – Nov 2011

Basic Skill Training (4-day course)

for sailors with Level 1 certificate

Enrolment Form

5, 6, 12 & 13 Nov (Saturdays and Sundays)

*Please reply on or before **12 September 2011***

Please allow 4 days to process your application. To avoid delaying the process, please do NOT make any unnecessary enquiries. You can check your enrolment status at "My CPA" at http://www.hkicpa.org.hk.

Name:	(Mr./Mrs./Ms.)	SIG member:	☐ Yes ☐ No
Membership No.:		Email:	
Tel:		Mobile: *(for emergency contact on the day of activity.)*	

Course fee: $348 **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.

Payment by: ❑ Cheque no.: _____ (Bank: _____) * / ❑ Visa / MasterCard

** Cheque should be made payable to "**Hong Kong Institute of Certified Public Accountants**"*

For payment by credit card, please fill in the following:	Card no.:		
Cardholder's Name (Please print):	Card Expiry Date (month/year) :		
Date:	Cardholder's Signature:		
FOR OFFICE USE	Auth. code no.	Handled by	Date

Please indicate your choice of delivery if you require a receipt: ❑ by email ❑ by post (to the address as shown below)

Name: Address:

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. You are responsible to take care to prevent putting yourself or other members in danger.

In signing this enrolment form you fully accept that the Hong Kong Institute of Certified Public Accountants and its Sports and Recreation Club and the individual organising committee(s)/ convenor(s) shall not be held liable for any injury or death which you may suffer from participating in the activity, if the cause of injury or death is due to your own negligence, the negligence of other participants or if, at any time, you have failed to disclose any medical and/or health reasons that would or may have rendered you unfit to participate in the activity in which you suffered injury or death.

Signature: _____ Date: _____

Notes:

1. The course is limited to 6 participants. Enrolment for the course is accepted on a first-come-first-served basis and priority will be offered to Sailing Interest Group (SIG) members in the case of over subscription.
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 **12 September**. However, the Institute has the discretion to accept late enrolments as it sees fit.
4. Successful enrollees will receive confirmation by email or by telephone, whereas unsuccessful applicants will receive full refund by mail. If you do not hear from us five days after the closing date, please contact Ms. Michelle Tse at 2287 7034 / Ms. Elaine Wai at 2287 7230.
5. Unless the activity is cancelled due to unforeseen circumstances or low enrolment, no refund for withdrawal will be entertained after the enrolment has been processed.
6. 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. Your enrolment fee will be refunded in the event of cancellation due to bad weather.
7. The Institute reserves the right to change the venue and date of the activity due to unforeseen circumstances.

Personal Data: All information provided in this form will only be used by the Institute or its agent for the purposes of processing the registration and/or organising the event in which you have enrolled. Although you are not obliged to provide the data sought by this form, failing to do so may result in an inability to process your enrolment. Collected data will only be used for this specific event and promotion of any future similar events. By completing the form you agree that the staff of the Institute or its agent may use your personal data for the purposes specified above.
The detailed privacy policy of the Institute is available at www.hkicpa.org.hk.

Event Information Enquiry: 2287 7034
e-mail: mcs.msce@hkicpa.org.hk