###### Delegate booking form

Please return this form by email to conferences@groundhandling.com

|  |  |
| --- | --- |
| **Delegate name****inc salutation** |  |
| **Job title** |  |
| **Company** |  |
| **Address** |  |
| **City** |  | **County/ State** |  |
| **Zip Code** |  | **Country** |  |
| **Email** |  |
| **Direct line** | + | **Mobile (Cell)** | + |
| **Personal Assistant** | **Name:**  | **Email:** | **Tel: +**  |
| **Magazine Subscription** | If you would like to receive a free subscription to ground handing international magazine; please answer the following question: **Your month of birth. For example: January, February etc, or 01, 02 etc)** |
| **Regions I am responsible for** | * Africa
* Middle East
* Asia
* Australia & Pacific
* SE Asia
 | * Europe (All)
* Eastern Europe
* Western Europe
* Northern Europe
* Southern Europe
* Central Europe
 | * North America
* Central America
* South America
* LATAM
* Caribbean
* Other\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
 |
| **I am responsible for**  | * Cargo Handling
* Passenger Handling
* Ramp Handling
 | * Specifying/procurement of GSE
* Specifying/ Procurement of IT
 |
|  **Delegate fee & inclusions** |
| This year’s full delegate fee is **US$2240** Fee includes airport transfers from Suvarnabhumi Airport (BKK), to and from the **conference hotel only,** three days’ conference, conference guide, lunches, coffee breaks, One-to-One meetings, all networking events including the networking party and delegate dinner. **HOTEL room is not included in the delegate fee.** |
| **Cancellation terms and conditions** |
| Returning the booking form constitutes an agreement. (delegate replacement is acceptable)Cancellation will incur the following charges: Cancellation after confirmation: 10% of the delegate fee6-12 weeks prior to event 50% of the delegate feeLess than 6 weeks 100% of the delegate fee | **Signed by:**  |
| **Payment terms: please select one option** |
| **Delegate fee: US$2240****Currency: USD** Invoice (paid within 7 days of issue) | Account name: The Airports Publishing Network Ltd Account Number: **3786 1328** Sort Code: **40-05-15** BIC/SWIFT CODE: **MIDLGB22** IBAN: **GB80 MIDL 4005 1537 8613 28** Bank: **HSBC Bank Plc, 105 Mount Pleasant Road Tunbridge Wells, TN1 1QP, UK** |
|  Credit Card Payment: If you wish to pay by credit card visit: <https://www.groundhandling.com/asia/payments.html>  |