**Registration Form for Full Paper**

NOTE: To avoid delays in registration, please read the entire form carefully. Please submit your Filled Registration Form, Final Papers (doc. and pdf.), Copyright and Payment Proof to secretary\_acmae@icmae.org

Participant Information

\*Compulsory items

|  |
| --- |
| \*Paper ID:  |
| \*Paper Title:  |
| \*Paper Authors:  |
| **\***Registrant Name:  | Male□ Female□ |
| \*Prefix:  | \*A clear photo |
| \*Research Interest:  |
| \*Affiliation:  |
| \*Country:  | \*State/Province:  | \*City:  |
| \*Tel.:  | \*ZIP/Post Code:  |
| \*E-mail:  | Student ID Number:  |
| \*Presenter’s name(It is requested that 1 paper need at least 1 author to attend the conference):  |
| Special dietary: Diabetic□ Vegetarian□ Muslim□ Other□ (please specify: ) |

Conference Fees (by US Dollar)

\***Author:** Making a presentation on conference **with** paper publication.

\***Student fee** is ONLY applicable for students who are the **FIRST** authors.

|  |  |  |
| --- | --- | --- |
| ITEM | Standard | Student |
| Paper **With** Publication | US$ 580 | US$ 480 |
| Listeners | US$ 300 | US$ 250 |
| Additional Page Over 5 Pages | US$ 70 | US$ 70 |
| Additional Paper | US$ 300 | US$ 300 |

**NOTE:**

A normal registration to the paper contains 5 pages only and extra pages will be charged.

Payment Terms

1. Online Payment

[**https://zmeeting.org/online-payment/898563468**](https://zmeeting.org/online-payment/898563468)

Please make sure you have VISA or Mastered Card before clicking this link, and you should also calculate the right amount to pay. Please fill in the E-mail and Confirmation Number after payment.

|  |  |  |
| --- | --- | --- |
| **Amount** | **E-mail** | **Order Number** |
|   |   |   |

2. PayPal

Account: pay@academic.net

For this, 30USD as handing fee will be charged. Please add it when you pay.

Please fill in your information after payment.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Amount | Payer’s name | Payer’s Account | Date | Order Number |
|   |   |   |   |   |

3. Bank Transfer

Registration fee can be paid to the Organizing Committees through bank transfer. If you want to finish the payment by bank transfer, please require it from conference secretary.

Please fill in your information after bank transfer.

|  |  |  |  |
| --- | --- | --- | --- |
| Amount | Remitter’s Name | Date  | Remitter’s A/C No. |
|   |   |   |   |

**NOTE:**

1. Payment by Method 1 is priority to accept.
2. If pay by method 3, please send a copy of bank remittance marked with “ACMAE 2019+ your paper ID” to secretary\_acmae@icmae.org
3. Registration can only be secured and confirmed when payment is received.
4. To avoid delays in registration, please read the entire form carefully. You may submit the following documents to secretary\_acmae@icmae.org

Refund Policy

If you cannot attend the conference for some specific reasons, we advise that you can find your Co-author or someone who get familiar with this paper to instead of you to attend.

If you need to get the refund, please send the requests for cancellations to the conference secretary. Kindly be informed that cancellations received before **Sep 29**, 30USD will be charged, cancellations received before **Oct 29**, 30% service fee will be charged, cancellations received before **Nov 29,** 50% service fee will be charged, cancellations received after **Nov 29**, No refunds are accepted.

For the following reasons, the registration fee **cannot be** refunded

**Personal Reason**

Participants who are unable to attend the meeting due to "personal reasons" and other circumstances cannot be refunded or paid any compensation. The reason including: travel difficulties, visa issues, health issues, financial defaults, etc.

**Force Majeure**

If the conference is prevented or affected due to "force majeure" circumstances, ICMTA will not bear any responsibility, refund or pay any compensation.

Circumstances amounting to “force majeure” include any event which we could not, even with all due care, foresee or avoid. Such circumstances include the fire, flood, explosion, storm or other weather damage, break-in, criminal damage, riots or civil strife, industrial action, natural or nuclear disaster, fire, adverse weather conditions, war or threat of war, actual or threatened terrorist activity, epidemic and all similar situations beyond our control.

Gentle reminder

1. Please pay attention to the personal security. Do not trust strangers easily and be wary of being cheated by strangers.

2. The conference venue is open to public, you carry valuables requested their proper custody, due to their own inadvertent loss of custody of your own risk.

3. Please wear your name card at the conference venue. Don't throw your name card away when you don't need it; just return it to the registration table.

1. Registration Form (doc.)- Named (paper ID–r), eg: A1001-r

2. Final Papers (doc. and pdf.)- Named (paper ID–f), eg: A1001-f

3. Copyright (pdf.)- Named (paper ID–c), eg: A1001-c

4. Payment Proof- Named (paper ID–p), eg: A1001-p

5. Student ID (student registration) – Named (Paper ID–ID card), eg: A1001-ID card