Registration Form

ICDSP 2024 will be held in Hangzhou, China during February 23-25, 2024. Please note that it is essential for conference listener to send the **Completed Registration Form** and **Payment Proof** to icdsp@chairmen.org .

1. **Attendee’s Information**

|  |  |
| --- | --- |
| **First Name:** Click here to enter text. | **Family Name:** Click here to enter text. |
| **Position:** Choose an item. |  |
| **Organization or University:** Click here to enter text. |
| **Research Area:** Click here to enter text. |
| **Country:** Click here to enter text. | **Email:** Click here to enter text. |
| **Mobile:** Click here to enter text. | **Telephone:** Click here to enter text. |
| **Special Needs or Dietary Requirements:** Vegetarian [ ]  Muslim [ ]  Other (please specify): Click here to enter text. |
| **Student ID Number of Your University (necessary for student listener):**Click here to enter text. |
| **Receipt Title:**Click here to enter text. |
| **Please send email to conference secretary directly if fapiao is needed. Provide below information in Chinese (\*only for listeners in mainland China):****发票抬头:** Click here to enter text.**统一社会信用代码:** Click here to enter text.**明细内容:** Choose an item.**发票类型:** Choose an item. |
| **Mailing Information** Recipient Name: Click here to enter text.Address: Click here to enter text.Contact number: Click here to enter text. |



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| **Will you attend and registered for one-day tour:**Yes [ ]  No [ ]  |

1. **Paying Method**

**Credit Card Payment**

<https://confsys.iconf.org/online-payment/897438777>

**Please fill in the E-mail and Order ID after paying.**

|  |  |
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| E-mail: Click here to enter text. | Order ID: Click here to enter text. |

1. **Registration Fee**

**Note:**

* Students must have Student ID which will be checked. Student Rate is only for students who attached their student' ID card copy when register.
* Social Program is optional and is based on payment basis. Kindly send the tour request to conference secretary in writing when you submit the final registration documents.
* Please choose the items you fit in with and calculate the final amount.

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| **Registration Category** | **Early Bird Rate****(by 25 October 2023)** | **Normal Registration****(after 25 October 2023)** |
| Listeners (Regular) | 240 USD / 1550 RMB | 270 USD / 1750 RMB |
| Listeners  (Students only) | 210 USD / 1350 RMB | 240 USD / 1550 RMB |
| Listeners (Technical Committee Members) | 210 USD / 1350 RMB | 240 USD / 1550 RMB |

\*Please be kindly noted that the conference organizing committee is not responsible for listeners’ visa application, travel, transportation, and accommodation, so we suggest you prepare them in advance.

1. **Registration Cancellation Policy**

If the participants request cancellation and refund due to personal reasons, the following refund policy applies.

* 60 days ahead of the conference: 70% of payment refund
* 30-60 days ahead of the conference: 50% of payment refund
* Within 30 days ahead of the conference: no refund

Cancellation and refund request must be made formally via email. No shows will not be refunded. The organizing committees is not responsible for problems beyond our control such as weather conditions, campus conditions, travel difficulties, visa problems, health issues, etc.

\* The organizing committees reserves the right to change the dates and place of the conference due to force majeure.

\* The losses thus incurred from the force majeure events shall not be liabled and refunds policy shall not apply as well.

1. **Security Precautions**

Hangzhou can be regarded as a safe city with a low rate of violent crime. However, pick pocketing and purse or cell-phone snatching does occur in the vicinity of train and bus stations, airports and in some public parks. Please be vigilante.

For the safety of your and others' personal and property, participants are required to wear name card, and those accompanying must wear the attendance card as well. Please keep the attendance card well. The conference leader onsite has the right to stop those without the attendance card from entering the meeting room.

Please note that the Organizing Committee will not accept liability for any kind of damage, losses or injuries occurring to persons or personal belongings during the conference. Be sure to organise suitable travel and health insurance.

Organizing Committee of ICDSP 2024

www.icdsp.org

Hangzhou, China