*Please complete this form and send it to the Secretariat by E-mail (**msk@msk.or.kr**).*

|  |
| --- |
| **A. PARTICIPANT INFORMATION** (Please type or print CLEARLY.) |
| First Name (Given) \* |  | Last Name (Family) \* |  |
| Nationality \* |  | Gender \* | □ Male □ Female |
| Organization \* |  |
| E-mail \* |  |

|  |
| --- |
| **B. REGISTRATION FEE** |
| **Category** | **□** PI | **□** Student | **□** Accompanying Person |
| **Early Bird Registration** | USD ?? | USD ?? | USD ?? |
| **TOTAL** | **USD** ( ) |

|  |
| --- |
| **C. ACCOMPANYING PERSON(S)** *- Available for Family Members only* |
| 1 | □ Mr. □ Ms. | First Name |  | Last Name |  |
| 2 | □ Mr. □ Ms. | First Name |  | Last Name |  |
| 3 | □ Mr. □ Ms. | First Name |  | Last Name |  |
| 4 | □ Mr. □ Ms. | First Name |  | Last Name |  |
| 5 | □ Mr. □ Ms. | First Name |  | Last Name |  |

|  |
| --- |
| **E. PAYMENT** |
| □ Wire Transfer | Sender’s Name |  |

|  |  |
| --- | --- |
| Bank Name | Suhyup Bank |
| Account No. | 1010-1186-4410 |
| Swift Code | NFFCKRSE |
| Bank Address | 22, Teherano-ro 7-gil, Gangnam-gu, Seoul 06130, Republic of Korea |

 |
| Deposit due date |  |
| □ Credit Card | Card type | □ VISA □ MASTER |
| Sender’s Name |  |
| Card Number |  |
| Expiratoin Date |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Cancellation and Refund Policy*** MSK will refund the registration fee according the following rules.
* Notification of cancellation must be received in writing to the Secretariat by e-mail. Only cancellations made in writing are acceptable.
* Refunds will not be provided for registrants who do not attend the symposium without any prior notice of cancellation.
* For administrative reasons, all refunds will be made after MSK2019 ends.
* Any bank charges which may incur from the process will be deducted from the refunded amount.

|  |  |
| --- | --- |
| Date | Amount to be Refunded |
| By March  22, 2019 | 100% of Registration Fee |
| By April  12, 2019 | 50% of Registration Fee |

**Invitation Letter*** MSK will be happy to send official Invitation Letters to registered participants who have completed the payment, upon request.
* It is understood that such an invitation is intended to help potential attendees raise funds or obtain visas.
* Please note that the letter is not a commitment on the part of the organizer to provide any financial support.
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