



## REGISTRATION FORM

**This form should be completed and sent to:**

Local Organising Committee (HFT2008)  
Interface Design Department,  
Faculty of Creative Multimedia, Multimedia  
University, 63100 Cyberjaya, Selangor D.E.,  
Malaysia.

Tel/Fax: +6 (03)8312 5621 / 5521  
Email: hft2008@gmail.com

**21st International Symposium on Human Factors in Telecommunication 2008**

### Please Type or Use Block Letters

#### PARTICIPANT

One participant per form

<b>Title</b> (please tick one) <input type="checkbox"/> Prof. <input type="checkbox"/> Dr. <input type="checkbox"/> Mr. <input type="checkbox"/> Mdm. <input type="checkbox"/> Miss <input type="checkbox"/> Other (please state) .....		<b>Position</b> (Head, Manager, CEO, etc.)	
<b>Surname</b>		<b>First Name</b>	
<b>Institution / Organisation</b>			
<b>Street Address</b>			
<b>Postal Code and City</b>		<b>Country</b>	
<b>Telephone No.</b>		<b>Nationality</b>	
<b>Fax No.</b>		<b>Email</b>	

Kindly indicate international country code and area code with your telephone and fax numbers

#### ACCOMPANYING PERSON

<b>Surname</b>	<b>First Name</b>	<b>Nationality</b>
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#### PRESENTER & AUTHOR INFORMATION

To be completed by accepted paper presenters only

First/Main Author Name:- ..... Following Author Name(s):- ..... ..... ..... Paper will be presented by*:- ..... <i>*At least 1 author must register and present at the Symposium to qualify for publication in the proceedings</i>	
<b>Paper/Abstract No.</b>	<b>Paper Title</b>

#### REGISTRATION FEES

\*Students must present a valid student card, or ISIC, or letter from their School

Code	Description	Early Bird	Standard	On-site	No. of Persons	AMOUNT
W	<b>Workshop</b> basic fee only	US\$ 50				US\$
D1	<b>Delegate</b> (Presenter)	US\$ 480	US\$ 560	US\$ 630		US\$
D2	<b>Delegate</b> (Non-Presenter)	US\$ 550	US\$ 630	US\$ 710		US\$
S1	<b>*Student</b> (Presenter)	US\$ 300	US\$ 350	US\$ 400		US\$
S2	<b>*Student</b> (Non-Presenter)	US\$ 350	US\$ 400	US\$ 460		US\$
AP	<b>Accompanying Person(s)</b> only for conference dinner	US\$ 80				US\$
<b>GRAND TOTAL</b>						US\$

#### DIET, MEDICAL, ACCESSIBILITY AND SPECIAL NEEDS

<b>Do you have any special health considerations?</b> (allergies, heart condition, on medication, etc.) <input type="checkbox"/> Yes (please state below) <input type="checkbox"/> No. .....	<b>Do you require special assistance during the conference?</b> <input type="checkbox"/> Yes (please state below) <input type="checkbox"/> No.
<b>Are you currently on medication?</b> <input type="checkbox"/> Yes (please state below) <input type="checkbox"/> No.	<b>Special Diet, Vegetarian, Vegan</b> <input type="checkbox"/> Yes (please state below) <input type="checkbox"/> No.

**METHOD OF PAYMENT**

<p>(please tick your payment method below)</p> <p><input type="checkbox"/> <b>Bank Draft / Money Order in USD *</b></p> <p><u>Payment details:</u> Account Name: Interface Design Department Account No. : 5-12446-30018-9 Bank Name: Maybank Berhad (Cyberjaya Branch), Bank Address: Lot E002, Ground Floor, Block 2200, Enterprise 3 Building, Persiaran APEC, 63000 Cyberjaya, Malaysia.</p> <p><i>* Bank draft and money orders should be posted or sent to: Interface Design Department, Faculty of Creative Multimedia, Multimedia University, 63100 Cyberjaya, Selangor, Malaysia. If you are sending money order, please indicate the transaction serial number and attach all paperwork you may have with this registration form as proof of payment. During registration you will pay additional US\$10 for bank draft and money order clearance.</i></p> <p><input type="checkbox"/> <b>Telegraphic/Wire Transfer in USD **</b></p> <p><u>Payment details:</u> Account Name: Interface Design Department Account No. : 5-12446-30018-9 SWIFT Code: MBBEMYKL Bank Name: Maybank Berhad (Cyberjaya Branch), Bank Address: Lot E002, Ground Floor, Block 2200, Enterprise 3 Building, Persiaran APEC, 63000 Cyberjaya, Malaysia.</p> <p><i>** You may request your bank for registrant details to be wired with the transfer form. This is to identify the sender/transmitter on bank receipts. While sending us this registration form, you should also attach a copy of the wire transfer paperwork as proof of payment. During registration you will pay additional US\$10 for wire transfer charges by the local bank.</i></p> <p><input type="checkbox"/> <b>Maybank2u.com (for locals only) ***</b></p> <p>Details for your transfer: Account Name: Interface Design Department Account No. : 5-12446-30018-9</p> <p><i>***You are advised to print out and send to us the Maybank2u.com transaction receipt as proof of your payment. You may also send us the screenshot or PDF copy of the transaction receipt via email. Amount transferred will be based upon the USD exchange rate at the time of transaction. Any discrepancies will be settled during your registration.</i></p> <p><input type="checkbox"/> <b>Payment via Credit Cards</b></p> <p>Please send us your registration form, and we will send you an email notification to do the payment transaction via credit card. All payment transaction will be converted from USD to Ringgit Malaysia currency and will be charged an additional 3% for transaction fee (conversion rate: USD1 = RM3.5).</p>	<p><b>Important Notice:</b></p> <p>All registrations must be accompanied by this form and registration fees are due in full at registration.</p> <p>You must send (fax, email or post) us this completed form accompanied by the full registration fees. A copy of your bank-in slip or proof of payment must be attached together with the registration form.</p> <p>Registration will only be confirmed upon remittance of payment in full.</p> <p>Auto-generated receipts will be sent out but actual receipts will be provided during registration.</p> <p>Participants are responsible to settle all bank charges to complete the transaction and payment for registration fees.</p>
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**SUBSTITUTION & CANCELLATION POLICIES**

If you are unable to attend, substitute delegate(s) are welcomed at no extra charges. Please provide the full name and complete contact details (title, position, name of institution/organisation, etc.) of your substitute delegate(s) at least 5 DAYS prior to the Symposium.

No refunds will be provided. Cancellations must be done in writing to the Local Organising Committee.

**PLEASE SIGN AND DATE THIS FORM**

.....  
(signature)

.....  
(Date)

Completed registration forms can be scanned then emailed, or faxed or posted to the Local Organising Committee at:

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Faculty of Creative Multimedia, Multimedia University, 63100 Cyberjaya, Malaysia.  
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