Reminder Notes

Welcome and thank you all for your participation in the PSAM 9! We hope you will find the Conference enjoyable and productive. Here are some reminders after you have checked into the Hotel:

A. Pre-Registration
To minimize queuing during registration on the first day of meeting, please go to the registration desk for pre-registration at Mezzanine Floor (M Floor) near Harbour Room from 2 pm to 8:30 pm on 18 May 2008. We will send you an envelope with delegate name badge, Attendance Certificate, delegate kit coupon, social events stickers and receipt.

The Conference Registration Desk will open from 08:00 every morning outside the Grand Ballroom, and will move to the Kowloon room (where the Exhibition takes place) after 10:00, and remain open until 16:00.

For security purposes, you must wear your delegate name badge in all PSAM 9 events, and wear the appropriate sticker as requested.

B. Souvenir Pack
After registration, please go to the counter to take your souvenir pack. Please present the delegate kit coupon to take the souvenirs. One coupon one kit.

C. File presentation for the Panel Session (For Speakers)
Due to the tight schedule of the program, we hope that you can provide us your Power point files at the pre-registration counter when you check in. Please try your files with the conference before your session, especially so if are using any special fonts and multi-media files. You should make sure your files run properly on the conference computers.

At special request only, we can provide helpers (in yellow badge) to help you test your file in the morning from 08:30 to 10:00. Please note that there will be no helpers available to run your presentation files at your session.

Please provide your respective session chair your short bio for them to introduce you before your talk.
D. Social Events:

1. Soccer Match
The Soccer Match is held on Sunday, May 18, 2008, 13:00 to 17:00 at the Hong Kong University of Science & Technology. Everyone who would like to support the team can take our bus at the main entrance of Kowloon Shangri-la Hotel at 11:50am. Seats are first come first served with priority given to the soccer players.

2. Welcome Reception
The Welcome Reception is held on Sunday, May 18, 2008, 18:30 to 20:30 at the Harbour Room (M Level). Suggested Dress Code: Smart Casual.

3. Conference Luncheon and IAPSAM General Assembly
The luncheon will start at 11:45 noon on Tuesday, May 20, 2008 which has been arranged at Grand Ballroom. Please proceed to the room at 11:45am. Free seating has been arranged for the Buffet Lunch. Please remember to stick your Yellow Luncheon Coupon on your shirt before enter the Grand Ballroom. Suggested Dress Code: Business Attire (same as throughout the conference week)

4. Gala Dinner
The Gala Dinner is held on a boat, the Harbor Cruise, Bauhinia, so that you can enjoy the fabulous night scene of the world famous Victoria Harbor. We have also arranged performance for you to enjoy throughout the night.

Please assembly at the lobby at 17:30. Our buses will transport you to the pier. Please be reminded that the boat will leave the dock at 7pm, so please follow the helpers to minimize any delays. Suggested Dress Code: Smart Casual.

Please remember to bring your name tag and stick eh Green Gala Coupon on your shirt for the Gala Dinner. If you companion or non-registered delegates want to join in the dinner, please register at the Conference Registration Desk. The fee is and HK$480.00 or US$60 per head.

If you may suffer from sea sickness and need a pill for this, please remember to take your own pills before you board the boat.

5. Farewell Lunch
The Farewell Luncheon will start at 11:45 on Friday, May 23, 2008, at the Grand Ballroom. Please proceed to the room at 11:45am. Free seating has been arranged. Please remember to stick your Pink Luncheon Coupon on your shirt before enter the Grand Ballroom.

6. Site Visit
Delegates who have already submitted the form to any of our site visits, please pay the fee during your registration. If you have not submitted the form, but would like to take part in the site visits, we have limited spaces available for the NP360 and HEC visits. Please indicate your interest during registration.