**APCMP2010 Registration Instructions**

Please register by **26 Feb 2010** in order for your paper to be included in the Conference Proceedings.

**The 9th Asia-Pacific Conference on Materials Processing (APCMP2010)**

Sydney, Australia, 7-9 June 2010

Different registration fees apply after **26 Feb 2010**

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**Conference Secretariat**

APCMP2010 Secretariat
School of Mechanical & Manufacturing Engineering
The University of New South Wales
Sydney, NSW 2052
Australia

Tel: +61-2-9385 4103
Fax: +61-2-9663 1222
Email: apc2010@gmail.com
Web page: http://apc2010.unsw.edu.au

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**Special Notes**

**Confirmation of Registration**

Once your Registration Form and appropriate payment have been received, the Secretariat will send a registration confirmation to the registrant. If you do not receive a confirmation email from the Secretariat by 1 March 2010, please contact the Secretariat.

**Cancellation Policy**

- **On or before 20 April 2010**: 50% refund for full registration and 40% refund for student registration.
- **After 20 April 2010**: No refund

Notes:
- Registration may be transferred to another person;
- Cancellations must be received in writing and refund will be processed after the conference.
- Registration for the 2nd paper and extra page charges are not refundable.

**Invitation Letter for Visa**

An invitation letter will be sent to each registrant in March 2010, which may be used for visa application.

**Optional Industrial Visit/Tour**

An arrangement will be made with a Sydney local travel agent to organize the visit/tour on 10 June 2010. Conference delegates will be advised how to register and pay for the visit/tour. If the number of participants is small, the visit/tour may be cancelled.

**Accompanying Persons**

Cocktail function on 7 June 2010 and banquet on 9 June 2010 can be purchased for accompanying persons at the Conference.

**Options of Paper Presentation**

Please choose either Poster or Oral presentation of your paper(s) in the Registration Form.

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**Registration Fee**

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<th>By 26 Feb 2010</th>
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<tbody>
<tr>
<td>Full-registration</td>
<td>A$950</td>
<td>A$1,050</td>
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<tr>
<td>Student registration</td>
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- Registration fees include 10% GST.
- Full-registration includes conference proceedings, cocktail reception, banquet, lunches, morning and afternoon teas, attending all technical sessions, and having one paper included in the conference proceedings. Student registration does not include conference banquet, but it can be purchased separately.
- Each student registration entitles the student delegate to present one paper; each full-registration delegate may present up to two papers (a publication fee of A$300 applies for the second paper). Papers longer than 6 pages will be charged a publication fee of A$30 per extra page.

**How to Register**

Please read the following instructions carefully:

- Each participant should complete a separate Registration Form and submit it to the Conference Secretariat by email attachment or Fax.
- Student registrants must send a copy of their student ID card or other proof of current enrollment to the Conference Secretariat, together with the Registration Form.
- Payment of registration fee may be made in one of the following two options:

  (1) **By Credit Card (Visa or MasterCard only)**:

    (a) Pay on-line through the Conference Web page: http://apc2010.unsw.edu.au (under “Registration”)

    (b) At the end of payment, please print out the official Tax Invoice/Receipt and send a copy to the Conference Secretariat by email attachment or Fax.

  (2) **Foreign Bank Draft or Australian Bank Cheque**:

    (a) Bank Draft or Bank Cheque should be made payable to “The University of New South Wales” with crossed "not negotiable", in Australian Dollars only.

    (b) Send the Bank Draft/Bank Cheque to the Conference Secretariat by airmail (registered mail is preferred).

    (c) Send a photocopy of your Bank Draft/Bank Cheque to the Conference Secretariat by email attachment or Fax, in case your mailed draft/cheque will not arrive by **26 Feb 2010**.

* Through a secure internet and UNSW does not collect or keep credit card information.