



Register online at [www.HICAPconference.com](http://www.HICAPconference.com)

# REGISTRATION FORM

To register using this form, please complete the entire form, sign at the bottom, and return it via fax to +1.650.565.9600, scan and email to [HICAPconference@SMART-reg.com](mailto:HICAPconference@SMART-reg.com) or mail to: **HICAP** c/o SMART-reg International, Inc. 990 San Antonio Road, Palo Alto, CA 94303, USA. If several people from your company will be attending, each person must submit a separate registration form. For registration questions, call: +1.650.565.9400 (Monday-Friday, 8:00am to 5:00pm PST) or email: [HICAPconference@SMART-reg.com](mailto:HICAPconference@SMART-reg.com).

**STEP 1: Please print clearly and complete as you would like the information to appear in the participant roster**

Mrs.  Ms.  Mr.  Dr.

First Name: \_\_\_\_\_ Middle Initial: \_\_\_\_\_ Last (Sur) Name: \_\_\_\_\_

*Please print your name below as you would like it to appear on your name badge:*

First Name: \_\_\_\_\_ Last (Sur) Name: \_\_\_\_\_

Job Title: \_\_\_\_\_ Company: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State/Province: \_\_\_\_\_

Zip/Postal Code: \_\_\_\_\_ Country: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Cell Phone\*: \_\_\_\_\_

E-mail: \_\_\_\_\_ Secondary E-mail: \_\_\_\_\_

\* Please check here if you do not wish your cell phone to be included in the participant roster.

If you have special needs or meal requirements, please describe: \_\_\_\_\_

**STEP 2: Select your most appropriate Company Type**

- (01) Architecture/Design/Planning
- (02) Bank/Financial Institution
- (03) Construction/Building/Engineering
- (04) Consultancy
- (05) Development
- (06) Financial Advisory
- (07) Hotel Chain/Company
- (08) Investment
- (09) Investment Bank
- (10) Law Firm
- (11) Management Company
- (12) Media
- (13) Mortgage Brokerage
- (14) Ownership
- (15) Real Estate Brokerage
- (16) Tourism/Government
- (17) Vacation Ownership
- (18) Other: \_\_\_\_\_

**STEP 4: Payment Information and Conference Registration Fee (Payment must accompany this form)**

Registration includes: all sessions, two continental breakfasts, two lunches, two receptions, and the participant roster.

• US\$1,775 Regular Registration Fee  
(Payment must be received on or before 27 September 2010)

• US\$2,000 Late/Onsite Registration Fee  
(Payment after 27 September 2010)

**Please select the appropriate payment type:**

**CREDIT CARD** (Check One Only)

Charges will appear as **HICAP**

American Express     MasterCard     Visa

Credit Card #: \_\_\_\_\_

Expiration Month: \_\_\_\_\_ Expiration Year: \_\_\_\_\_

Name on Credit Card: \_\_\_\_\_ Security Code: \_\_\_\_\_

Credit Card Billing Address: \_\_\_\_\_

Total Amount: \_\_\_\_\_

Credit Card Holder's Signature (required): \_\_\_\_\_

**WIRE TRANSFER:** Wire transfer information and instructions will be e-mailed to you upon receipt of registration form. Wire transfers must be received by 29 September 2010.

**CHECKS:** Must be in US dollars and drawn on a US bank. Make your check payable to 'HICAP'. Please send your check with a copy of this form to: **HICAP** c/o SMART-reg International, Inc. 990 San Antonio Road, Palo Alto, CA 94303, USA. Note: Registration will be confirmed upon check clearance. A US\$25 fee will be charged for returned/unpaid checks. Checks must be received by 29 September 2010.

**STEP 3: Select your most appropriate Job Title Category**

- (01) Chairman/CEO/President
- (02) Partner/Owner/Principal
- (03) EVP/SVP/VP
- (04) Executive Director/Managing Director/Director
- (05) CFO
- (06) COO
- (07) Consultant/Analyst/Associate
- (08) Manager
- (09) Other: \_\_\_\_\_

**STEP 5: Terms and Conditions**

**SMART-CONNECT OPT-OUT:**  The SMART-Connect feature allows **HICAP** delegates to search and contact other registered colleagues before the **HICAP** conference. The feature will enable communications via e-mail, but your e-mail address will not be disclosed to other delegates. All e-mail addresses will remain confidential at all times in SMART-Connect. Please visit [www.HICAPconference.com](http://www.HICAPconference.com) for additional information about SMART-Connect. If you do not wish to be accessible through the SMART-Connect feature, please check the above box to opt-out of this service.

**REGISTRATION INFORMATION:** Registration includes: all sessions, two continental breakfasts, two lunches, two receptions, and the participant roster. Travel and lodging arrangements are the sole responsibility of the delegate and not included in the registration fee. Registrations are only taken online, via fax, and via mail. Registrations cannot be taken over the phone. An e-mail confirmation will be sent to you upon receipt of your registration information. Contact information you provide on this form will be shared with other conference attendees and sponsors to facilitate networking and building professional relationships and to inform you about the conference. The hosts may use your contact details to advise you of other events and related information. **Please contact us in writing if you do not want this information shared. \*If you do not wish your cell phone to be included in the participant roster, please check the appropriate box above.** All participants must wear their name badge at all programs/functions held in conjunction with **HICAP**. *Spouses and Guests* are not permitted unless fully registered. **HICAP** management reserves the right to qualify all registrants and allow or prohibit anyone from attending this event. Topics, speakers, agenda, networking, and other conference events are subject to change without notice.

**CANCELLATIONS AND REFUNDS:** Cancellations are by written request from the registered delegate only and apply to the policy in effect on the date the notification is received in the **HICAP** Registration Department. Cancellation requests must be received on or before 1 September 2010, and are refundable less a US\$200 per person processing fee. Cancellations received after 1 September 2010, are non-refundable. Registrations are transferable to other persons interested in attending this event only (**HICAP** 13-15 October 2010). Registrations are transferable with written notice from the delegate only, up to 27 September 2010. After 27 September 2010, registrations are transferable with written notice for a fee of US\$200. Should any balance remain unpaid, the purchaser agrees to pay costs incurred for collection. If any part of or all the conference is changed or cancelled, the conference hosts are not responsible for covering airfare, hotel, or any other costs.

**I AGREE TO THE TERMS AND CONDITIONS:**

Authorized Signature (Required\*\*): \_\_\_\_\_ Date: \_\_\_\_\_

\*\*Registrations will not be processed without a signature