



Sponsorship on 16th International Conference for Emergency Nursing

10 – 12 October 2018 | Pullman Albert Park, Melbourne | Australia

The Hong Kong Emergency Nurses Association (HKENA) would like to invite all interested ordinary members to apply for sponsorship on 16th International Conference for Emergency Nursing that will be held in the Pullman Albert Park, Melbourne, Australia on 10 – 12 October 2018. You may refer to the following website for the information and registration details: <http://2018.icen.com.au>

Details of the sponsorship:

1. Obligations and responsibilities of attendant to successful sponsorship:
 - 1.1 Write up a post-conference report in the HKENA newsletter OR
 - 1.2 Share the conference activities in HKENA seminar if being invited AND
 - 1.3 Acknowledge HKENA as a source of funding in the presentation.
2. Applicant must be an ordinary member who is a paid up ordinary member on or before 30 June 2018
3. Full registration fee sponsor to applicant who is first author of successfully accepted for poster presentation or oral presentation by the organizing committee.
4. Half sponsorship of full registration fee for each ordinary member.
5. Double sponsorship from other organizations will render the application ineligible.
6. A selection process will be conducted if the quota is exceeded.
7. Final decision of selection rests with the HKENA council.
8. Deadline for application is on or before 1 August 2018.
9. Application method: post to HKENA "P.O. Box 70122, Kowloon Central Post Office, Hong Kong" with the personal particulars be filled in the next page.
10. For applicants with accepted presentation(s), please also provide the presentation topic(s) & abstract(s).
11. Documents for reimbursement are subjected to the presentation of original receipts and certified true copy of attendance certificate.

Yours faithfully,

Mr. LEUNG Chun Pong

President of Hong Kong Emergency Nurses Association

14 May 2018

To: Hong Kong Emergency Nurses Association

Re: Application for sponsorship to attend 16th International Conference for Emergency Nursing that will be held in the Pullman Albert Park, Melbourne, Australia.

I would like to apply for sponsorship of the captioned conference and understand the conditions for application.

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| Full Name | |
| Membership number | |
| Department / Hospital | |
| Contact phone number | |
| Correspondence Email | |
| Applicant's signature | |
| Date | |