



### **Sponsorship on 11<sup>th</sup> Asian Conference on Emergency Medicine 17-19 Dec 2021**

The Hong Kong Emergency Nurses Association (HKENA) would like to invite all interested ordinary members to apply for sponsorship on 11<sup>th</sup> Asian Conference on Emergency Medicine (Virtual Conference) 17-19 Dec 2021. You may refer to the website on <https://acem2021.hk> for the information and registration details.

#### **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 01 Jun 2021
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 31 Oct 2021.
9. For applicants with accepted presentation(s), please also provide the presentation topic(s) & abstract(s).
10. Documents for reimbursement are subjected to the presentation of original receipts and certified true copy of attendance certificate.
11. Application method:
  - 11.1 Scan the QR code
  - 11.2 Complete the online application
  - 11.3 Print out the auto-reply e-mail and post to HKENA "P.O. Box 70122, Kowloon Central Post Office, Hong Kong" with other required documents (if any).
12. When there is oversubscription, selection will be made by drawing lots.



Yours faithfully,

Ashley SZE TO

President of Hong Kong Emergency Nurses Association

30 Sept 2021