**The International Conference of the Korean Society for Molecular and Cellular Biology 2013**

2013 October 09-11, COEX, Seoul, KOREA

TOUR RESERVATION FORM

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| **Please complete this form and send it by e-mail or fax (**[**sungwontour@gmail.com**](mailto:sungwontour@gmail.com) **or +82-2-752-1522) to the official travel agency [Sungwon Tour Agent] before August 31, 2013. If you have any changes regarding your tour reservation, please contact the Sungwon Tour Agent.** |

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| **Contact us** | **SUNGWON TOUR AGENT** |
| 1901, Namgang B/D, 32-2 Mugyo-dong Jung-gu, Seoul, KOREA  Tel: +82-2-737-1725 / Fax: +82-2-752-1522  E-mail: [**sungwontour@gmail.com**](mailto:sungwontour@gmail.com) |

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| **1. Personal Information** | | | | | |
| **Title** | □ Dr. □ Prof | | **Gender** | □ M. □ F | |
| **Name** | (First Name) | (Middle Name) | | | (Last Name) |
| **Organization** |  | | **Country** |  | |
| **Address** |  | | | | |
| **Tel.** | (Please Include Country & Area Code) | | **Fax.** | (Please Include Country & Area Code) | |
| **E-mail** |  | | **Passport No.** |  | |
| |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | **Arrival Date** |  | **Time:** |  | **Flight No.** |  | | **Departure Date** |  | **Time:** |  | **Flight No.** |  |   **2. Tour Booking Details** | | | | | |
| |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | | **Select Tour Type** | | | | □ Tour 1  (8 Oct.) | □ Tour 2  (9 Oct.) | | □ Tour 3  (10 Oct.) | □ Tour 4  (10-11, Oct.) | | **Travelling**  **companions** | **1.** | Name: |  | | Country |  | | □ M. □ F | | **2.** | Name: |  | | Country |  | | □ M. □ F | | **3.** | Name: |  | | Country: |  | | □ M. □ F | | **4.** | Name: |  | | Country |  | | □ M. □ F | | | | | | |
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| **3. Payment Guarantee** | | | | | |
| **Payment : Cash Only :** After booking we will send an invoice by email  By Bank Transfer  I remitted the total amount on date (date)\_\_\_\_\_\_\_\_\_\_\_\_\_ by bank transfer through my bank  (name of bank)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_to the following.  Total Amount KRW/USD\_\_\_\_\_\_\_\_\_\_\_\_ (The rate will be base on the transfer sale rate.)  Name of Bank Kookmin Bank Account Number 023501-04-038388  Name of Account Holder Sungwon Tour Swift Code CZNBKRSE  Bank Address : 9-1 Namdaemunro-2ga, Jung-gu, Seoul, KOREA | | | | | |

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| **4. Deadline** | |
| **In order to take advantage of the special rates for this conference, please be sure to book your tour by**  **August 31, 2013.**  • Please note that the tour rates are fixed in KRW (Korean Won).  • Reservation requests are filled on a first-come, first-served basis.  • All requests for tour require as a deposit. | |
| **5. Cancellation & Refund Policy** | |
| • Cancellations MUST be sent to the the official travel agency Sungwon Tour Agent. Cancellations can be made up until 7 days prior to arrival without penalty. (Korean Local time basis)  • Cancellation 7 days before the scheduled date : 20% penalty on the tour fee  • Cancellation 2 days before the scheduled date : 50% penalty on the tour fee  • Cancellation on the day of the tour : No refund  • No-shows will be subject to charge for tour.  • All bank charges will be deducted from the refund amount.  • Please note that for administrative reasons, refunds will be made after the conference.  • Tour rates will be change depending on the personnel to participate changes. | |
| **6. Tour Policy** | |
| • To apply for the tours, please contact the official travel agency, Sungwon Tour no later than **August 31, 2013**.  • Tours are subject to change or cancel if the number of participants fails to reach the set minimum.  • In case of cancellation, the travel agent will contact individually.  • Applications are accepted even after **August 31, 2013** provide vacancies remain.  • All package tours include the guide, transportation, and admission fee.  • Don’t act independently during the package group tour.  • Considering the traffic jam of city, pick up service will be delayed occasionally.  • Sungwontour will not be responsible for your personal incidents and loss during the tours. | |
| **I have read and understood the cancellation and refund policies and wish to confirm my tour reservation as above.** | |
| **Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_ **Applicant Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | **Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |