



October 8 - 9, 2015 | Hotel Lalit, Mumbai

**SusChemE Secretariat**  
**MM Activ** : 133, Kaliandas Udyog Bhavan  
 Babasaheb Woralikar Marg,  
 Near Century Bazar, Mumbai - 400025  
 Tel: +91.22.2438.5007-9  
 Fax: +91.22.2437 9882  
 Email: enquiry@suscheme.in  
 Website: www.suscheme.in

**DELEGATE REGISTRATION FORM (PLEASE FILL IN CAPITAL LETTERS ONLY)**

Organisation: .....

Address: .....

City: ..... Pin Code: ..... Country: .....

Tel No.: ..... Fax No.: ..... Mobile No.: .....

Email: ..... Website: .....

Nature of Business (Please Specify): .....

**DELEGATE REGISTRATION FEE**

Category	INR	US \$
Standard Delegate	10,000	250
Accompanying Person	5,000	150
Student Delegate	5,000	-

**Please note:**  
 - All rates are applicable per person  
 - 10% discount for group of 3 or more delegates from the same Organization/ Institute  
 \* Accompanying persons are not entitled to attend the Conference.  
 \* Student delegates are not entitled to attend the CEO Conclave Networking Dinner.

**Entitlements per Delegate**  
 - Access to all sessions  
 - Invitation to the CEO Conclave

\* Service tax extra as applicable

<b>1</b>	First Name .....	Last Name .....
	Name on Badge <input type="text"/> (Max 26 Characters)	Job Title .....
	Mobile .....	E-mail ..... CC. E-mail .....
<b>2</b>	First Name .....	Last Name .....
	Name on Badge <input type="text"/> (Max 26 Characters)	Job Title .....
	Mobile .....	E-mail ..... CC. E-mail .....
<b>3</b>	First Name .....	Last Name .....
	Name on Badge <input type="text"/> (Max 26 Characters)	Job Title .....
	Mobile .....	E-mail ..... CC. E-mail .....

Please use a photocopy of the form to fill more names (or) download the form from [www.indiamro.in](http://www.indiamro.in)

**PAYMENT DETAILS**

Demand Draft / Cheque

Demand Draft / Cheque / Pay Order No : ..... dated : ..... in favour of "SUSCHEME" for an amount of ₹ / US\$ ..... drawn on Bank ..... Payable at Mumbai, India.

**PAYMENT TERMS** : 100 % of the Registration fees has to be sent to organisers along with this Registration Form duly filled. All Cheques / Demand Drafts / Pay Order should be made in favour of "SUSCHEME" payable at Mumbai, India.

## TERMS & CONDITIONS:

- 1) As seats are limited, confirmation of delegates will be on a first come first serve basis only.
- 2) The Conference Program is subject to alterations at the discretion of the organisers.
- 3) Please note that NO CREDIT facility would be extended under any circumstances and NO REFUND / ADJUSTMENT for “NO SHOW” or “Absence” of a delegate would be accommodated.
- 4) Kindly note that “Delegate Confirmation Letter” will be issued only after receipt and realization of appropriate fees including applicable taxes along with the relevant details on the registration form.
- 5) Delegate Badges issued are “non-transferable”. The organisers reserve the right to disallow a confirmed delegate from transferring his / her badge to any other person.
- 6) Appropriate security arrangements will be made at venue. However, delegates are responsible for their belongings at the venue & the organisers shall not be held responsible for any stolen or missing items belonging to Delegates, Speakers or Attendees due to any reason whatsoever.
- 7) Delegates are requested to display the badges at all times. Please note that delegates will not be allowed to enter the conference halls without the badges.
- 8) Proper care must be taken by each delegate to ensure against loss / misplacement of badges and kits as no duplicate or replacement will be issued.

## CANCELLATION POLICY:

Refunds against cancellations will be provided as per the below conditions.

- Cancellation requests received by the Event Secretariat by fax / email 30 days before start of the event will be refunded 100% of the registration fees, less (10% administrative fee to cover the processing + applicable taxes)
- Cancellation requests received by the Event Secretariat by fax / email 15 days before start of the event will be refunded 50% of the registration fees, less (+ applicable taxes)
- Cancellation requests received by the Event Secretariat by fax / email just 7 days before start of the event will not be entitled for any refund. However, delegate can depute a substitute delegate on his/her behalf. Communications related to refund / substitution to be sent to Mr. Sandip Padval by email at sandip.mmactiv@gmail.com

## SUBSTITUTIONS & UPGRADING OF REGISTRATIONS:

- You may e-mail substitutions / upgrading requests to sandip.mmactiv@gmail.com
- The substitution would attract a fees of 10% of registration tariff as administrative fee to transfer your registration to another individual. However there are no charges to upgrade your registration.

For Delegate Registrations e-mail us at: [enquiry@suscheme.in](mailto:enquiry@suscheme.in) or send your forms to:

**SusChemE Secretariat**

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