**REGISTRATION AND TICKET FORM**

2013 Rotary International Convention

Lisbon, Portugal

23-26 June 2013

**FOUR WAYS TO REGISTER!**

**Online at** [**www.riconvention.org**](http://www.riconvention.org/)

Fill out the writable PDF online and **email** to:

ri.registration@rotary.org

Download the form and **fax** to:

RI Registration Services, +1-847-556-2194

**Mail** to: Rotary International

14244 Collections Center Dr. Chicago, IL 60693 USA

EN—(412)

**NOTE:** Participants may now attend preconvention meetings without registering for the RI Convention! Recent Rotary Foundation alumni and current program participants, including those who have recently become Rotarians, may register at a reduced rate.\* Rotaractors and recent Foundation alumni may bring one guest at a reduced rate. Children under age five attend for free.

\*Rate does not apply if you were a Rotarian before your Foundation program participation (e.g., GSE team leaders and Rotary Volunteers).

**SELECTING PRECONVENTION MEETINGS AND TICKETED RI EVENT**

Tickets to RI events are limited and sold on a first-come, first-served basis; advance purchase is recommended. Remember to include the preconvention meeting dates when reserving your hotel room. Preconvention meetings and ticketed RI events are open to all RI Convention registrants unless otherwise noted.

|  |  |  |
| --- | --- | --- |
| **Preconvention Meetings** | **Date** | **Meeting Description** |
| ~~Rotary Alumni Celebration~~ | *~~21 June~~* | ~~Open to all Rotary Foundation alumni, Rotarians, and their guests.~~ |
| ~~International Institute~~ | *~~21-22 June~~* | ~~Open to incoming, current, and past RI officers and their immediate family members only~~. ~~Includes reception on Thursday evening, 20 June.~~ |
| Rotaract Preconvention Meeting | *21-22 June* | Designed for Rotaractors and Rotarians interested in Rotaract. |
| Youth Exchange Officers Preconvention Meeting | *21-22 June* | Designed for Rotarians working with Youth Exchange. |
| RYLA Preconvention Meeting | *22 June* | Designed for Rotarians and others working with Rotary Youth Leadership Awards. |
| **Ticketed RI Events** | **Date** | **Event Description** |
| ~~Rotary Alumni Celebration Luncheon~~ | *~~21 June~~* | ~~Open to all Rotary Alumni Celebration participants and their guests.~~ |
| Youth Exchange Officers Banquet | *21 June* | Open to all Youth Exchange Officers Preconvention Meeting participants and their guests. |
| President’s Recognition Luncheon | *24 June* | Designed for current RI officers, district governors, club presidents, RI committee members, and spouses, but all are welcome. Must be registered for the convention in order to attend. |
| President-elect’s Leadership Luncheon | *25 June* | Designed for incoming RI officers, district governors, club presidents, and spouses, but all are welcome. Must be registered for the convention in order to attend. |
| On to Sydney Convention Luncheon | *26 June* | Open to all convention registrants. Must be registered for the convention in order to attend. |

**PROCESSING AND CONFIRMATION**

RI Registration Services requires three to four weeks to process registration forms; please allow more time for forms submitted on or around registration deadline dates. We appreciate your patience. Once your registration has been processed, you will receive an email confirmation.

**LETTERS OF INVITATION/PORTUGAL VISAS**

If your country of residence requires a letter of invitation for travel to Portugal, you will receive the letter (in PDF format) with your emailed confirmation. Letters are sent to the main registrant with all guest names included. RI will only send letters of invitation to those who are registered for the convention. Registrants are responsible for all costs associated with attending the meeting and visa application.

**If you require a visa to enter Portugal, we strongly recommend preregistration before the first deadline (15 December 2012)** to allow adequate time for registration and visa processing. Find detailed information on Portugal’s visa requirements at [www.secomunidades.pt/vistos.](http://www.secomunidades.pt/vistos) **A machine-readable passport is recommended to speed up your entry.**

Please find **CANCELLATION POLLOCY** and **NOTICES** on the last page of this form.

 REGISTRATION AND TICKET FORM

2013 Rotary International Convention

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**Please type or print clearly. Must complete all 5 steps.**

 **請以打字或整齊的填寫完成5步驟**

**1. MAIN REGISTRANT** *The main registrant will receive all correspondence.*

**FOUR WAYS TO RERGISTER:**

**Online, email, fax, or mail. See instructions for details.**

You may have up to three forms to submit:

ٱ RI registration and ticket form

ٱ RI hotel reservation form

ٱ Host event ticket form

*(distributed with RI registration confirmation; to be*

*sent to the 2013 Host Organization Committee)*

**Registration Categories註冊類別**

**1** Rotarian 扶輪社友

**2** Guest age 19 or older 19歲以上賓客

**3** Rotary club/district employee

扶輪社或地區聘任職員

**4** Spouse of deceased Rotarian

 已故社友寶/尊眷

**5** TRF alumnus (before 2005-06)

 2005-06年度以前之TRF前授獎人

**6** Rotaractor扶青團員

**7** TRF alumnus (2005-06 or later)

 2005-06年度以後之TRF前授獎人

**8** One guest of category 6 or 7

 6或7之賓客

**9** Youth Exchange student交換學生

**10** Interactor扶少團員

**11** Guest age 5 to 18

 5-8歲之賓客

**12** Guest younger than 5

 5歲以下之賓客

**Registration Category** *(choose from box above)*

 姓氏 名字

|  |  |  |
| --- | --- | --- |
| Family Name暱稱 | First Name 職業類別 | Middle Name/Initial |
| Badge/Call Name扶輪社 | Classification (Rotarians only)國家 |  |
| Club/City社員編號 | Country地區  |  |
| Membership ID (required) | District |  |

ٱ District Governor Year - ٱ 2012-13 RI Committee Chair:

**Language Preference:** Which language do you wish to use at the convention?

ٱ English英文 ٱ French法文 ٱ Italian義大利文 ٱJapanese日文ٱKorean韓文 ٱ Portuguese葡萄牙文 ٱ Spanish西班牙文

Responses are used to determine the need for simultaneous interpretation, but this service cannot be guaranteed in all languages.

**Contact Information:** Please provide your current mailing address. Any changes will be reflected in your membership data profile.

 地址或郵政信箱

|  |  |  |  |
| --- | --- | --- | --- |
| Address or P.O. Box城市 |   |   郵遞區號 |   國家 |
| City電話(公司) | State/Province(家) | Postal Code傳真(公司) | Country傳真(家) |
| Business Phone (including country and city codes) Home Phone Business Fax電子信箱(必需) | Home Fax |
| Email (required) |  |  |  |

**Adult Parent or Guardian Information** *Adult contact information is required for all registrants 18 years of age or younger.*

 家長或監護人資料(與會註冊者未滿18歲皆需家長或監護人資料)

|  |  |  |  |
| --- | --- | --- | --- |
| Family Name |  | First Name | Middle Name/Initial |
| City | State | Postal Code | Country |
| Telephone |  | Email |  |

**The above adult parent or guardian information will only be used as contact information and does not serve as registration for the adult parent or guardian for the convention.**

**Emergency Contact** during the meeting (required): 緊急聯絡人姓名(必填)

 Name Phone (including country and city codes)

**Special Needs: I/my guest requires special accommodation** *(check all that apply):* ٱ Wheelchair (specify **below** if bringing your own)

ٱ Braille materials ٱ Assisted listening devices ٱ Other *(please specify):*

**Dietary Needs: I/my guest requires special accommodation** *(check all that apply):* ٱ Allergies ٱ Vegetarian ٱ Diabetic ٱ Halal

ٱ No red meat/pork ٱ No shellfish/seafood ٱ Other *(please specify):*

**Comments:**

**Personal Information Sharing:** RI may provide your contact information to Rotarians, including zone and district promotion chairs, and those organizing regional/district events to assist them in planning convention-related activities during the convention. If you indicate that you do not want your contact information shared with others, communications/invitations for convention special events will not be sent to you.**您的資料將可能被提供給地帶，地區的推廣主委或相關國際年會的活動委員會，並提供您相關資訊。如不希望您的資料公開，請選則下列選項。**

ٱ No, RI may not use my contact information as outlined above.

**Additional Information**

ٱ I wish to serve as a **volunteer sergeant-at-arms**. (Information will be sent at a later date.)**希望參與志願糾察**

ٱ This is my first RI Convention. **第一次參與國際年會**

|  |  |  |  |
| --- | --- | --- | --- |
| Where did you hear about ٱ Rotary club | ٱ Rotary district | ٱ Direct mail | ٱ RI Convention |
| the convention? *(check one)* ٱSocial media | ٱ *The Rotarian* | ٱ Regional magazine | ٱ [www.riconvention.org](http://www.riconvention.org/) ٱ Email |

ٱ 2013 Promotion Committee presentation ٱ Other

**2. GUEST(S) OF MAIN REGISTRANT 賓客註冊**

**Guest 1 –** Category **Guest 2 –** Category **Guest 3 –** Category

 **姓氏**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Family Name**名字** |  |  | Family Name |  |  | Family Name |  |
| First Name**暱稱** | Middle Name/Initial |  | First Name | Middle Name/Initial |  | First Name | Middle Name/Initial |
| Badge/Call Name**職業類別(扶輪社友)** |  |  | Badge/Call Name |  |  | Badge/Call Name |  |
| Classification (Rotarians only)**扶輪社/城市** |  | Classification (Rotarians only) |  |  | Classification (Rotarians only) |  |
| Club/City**國家** |  |  | Club/City |  |  | Club/City |  |
| Country |  |  | Country |  |  | Country |  |

**3. CONVENTION REGISTRATION FEES**

**Registration Category**

**On-site/**

**Online after 31 March**

**Total Registrants by Category**

 **人數**

**Total**

(Total Registrants x Fee)

**總金額(人數\*註冊費)**

\*Rate does not apply if you were a Rotarian before your Foundation program participation. **Registration Total:**

**4. PRECONVENTION MEETINGS AND TICKETED EVENTS**

|  |  |  |
| --- | --- | --- |
|  | **Register Early and Save!** |  |
| **Deadline 1:****15 December 2012** | **Deadline 2:****31 March 2013** |
| 1-5 | US$265 | US$315 | US$365 |  |  |
| 6-8\* | US$60 | US$90 | US$120 |  |  |
| 9-11 | US$10 | US$10 | US$10 |  |  |
| 12 | Free | Free | Free |  |  |
|  |  |

**NEW!** Participants may attend preconvention meetings without registering for the RI Convention.

**Date Quantity Price**

**(Us$)**

**Total**

|  |
| --- |
| **Preconvention Meetings** |
| ~~Rotary Alumni Celebration~~ | *~~21 June~~* |  | ~~$50~~ |  |
| ~~International Institute — Rotarian/Immediate Family Member~~ | *~~21-22 June~~* |  | ~~$200~~ |  |
| Rotaract Preconvention Meeting | *21-22 June* |  | $30 |  |
| Youth Exchange Officers Preconvention Meeting | *21-22 June* |  | $50 |  |
| RYLA Preconvention Meeting | *22 June* |  | $30 |  |
|  | US$ |

**Preconvention Meetings Total:**

**RI-TICKETED EVENTS AND STEP 5 (PAYMENT AND SIGNATURE) ON NEXT PAGE MUST BE COMPLETED.** ➥

**Date Quantity Price**

**(Us$)**

**Total**

|  |
| --- |
| **Ticketed RI Events** *(total number of tickets per event must not exceed total number of convention registrants)* |
| ~~Rotary Alumni Celebration Luncheon~~ | *~~21 June~~* |  | ~~$45~~ |  |
| Youth Exchange Officers Banquet | *21 June* |  | $85 |  |
| President’s Recognition Luncheon | *24 June* |  | $40 |  |
| President-elect’s Leadership Luncheon | *25 June* |  | $40 |  |
| On to Sydney Convention Luncheon | *26 June* |  | $40 |  |
|  | US$ |

**Tickets Total:**

 (Registration Total + Preconvention Meetings Total + Tickets Total) **GRAND TOTAL: US$ 總額**

All charges include applicable taxes at the prevailing rate.

**5. PAYMENT AND SIGNATURE 付款及簽名**

All fees must be submitted with this signed registration form and paid in U.S. dollars. RI international offices and fiscal agents will accept payment for the RI Convention, preconvention meetings, and ticketed RI events. **Personal or club checks will not be accepted on-site.**

Please charge my *(check one)* ٱ Visa ٱ MasterCard ٱ JCB ٱAmerican Express ٱ Diners Club

Card Number: **卡號**

 **持卡人姓名(卡片上之英文名) 到期日(月/年) 安全碼(卡片背後末3碼) 持卡者簽名**

Cardholder’s Name (as it appears on card) Expiration Date (mm/yy) Security Code (3 digits) Signature (if different from below)

**By my signature,\* I submit the registration and ticket form, and I verify that I have read and agree to the notices and the cancellation policy. 主註冊者已閱讀及同意所有相關取消條款**

 **主註冊者簽名 姓名(請以正楷書寫) 日期(日/月/年)**

Main Registrant’s Signature Name (please print) Date (dd/mm/yy)

**\*If main registrant is 18 years of age or younger, the adult parent or guardian of main registrant must sign this form.**

**All forms must be signed.**

取消條款:

如於2013年4月30日前取消則需收取US$50服務費用;之後則無法退費。如2013年6月26日前未取得簽證則視同取消。請將取消通知email至ri.registration@rotary.org或傳真至+1-847-556-2194。

注意事項:

1. 參加國際年會者，同意接受拍照及攝影並且大會可將此資料公布於大眾使用。

2. 基於安全原則，於入場時請各位出示有照片之身份證件(駕照或護照)。大會有權利於任何期間查證各位之身份證件。亦可能隨機抽樣檢查名牌，如不相符合則沒收名牌並不予退費。並請留意大會亦有權檢查皮夾及隨身物品，如拒絕抽查者 則將拒絕入場。

**CANCELLATION POLICY**

Cancellation requests for registration and tickets must be received by 30 April 2013; no refund requests will be accepted after this date. All registration cancellations are subject to a US$50 service fee. Cancellations due to an unissued visa must be received by 26 June 2013. All cancellation requests must be submitted in writing to RI Registration Services by email (ri.registration@rotary.org) or fax (+1-847-556-2194). **Phone cancellations will not be accepted.**

RI will refund registration and ticket fees if the 2013 RI Convention is canceled but takes no responsibility for travel or other related costs incurred by Rotarians and their guests. **Registration and tickets are nontransferable.**

**NOTICCE**

By attending the RI Convention, registrants consent to be photographed by any means, including still photography and video recording, and grant Rotary International and The Rotary Foundation the right to use and publish and license their names, voices, and likenesses forever and for any purpose worldwide without RI or the Foundation incurring debts or liabilities of any kind.

For security purposes, all registrants must show photo identification (driver’s license or passport) at the convention venue in order to obtain their registration materials. RI reserves the right to check photo identification at any time during registrants’ attendance at the convention. Random spot checks will be made to compare badge information with photo identification. Badges that do not match photo identification will be confiscated without refund and violators ejected. RI reserves the right to inspect all purses and bags. Registrants may refuse inspection; RI reserves the right to prevent entry.