

FMM FACTORY AUTOMATION CONFERENCE 2013

Automating the SMEs for Productivity Enhancement and Workforce Optimisation

Tuesday & Wednesday, October 29 & 30, 2013 • Concorde Hotel, Shah Alam

WHO SHOULD ATTEND

CEOs / MDs / GMs / Factory / Plant / Production Managers and Executives / Engineers

DATE, TIME & VENUE

Date: Tuesday & Wednesday, October 29 & 30, 2013

Time: 8.00 am to 5.00 pm

Venue : Concorde Hotel, Shah Alam

PARTICIPATION FEES

Early Bird Rate*

FMM Members: RM 980.00 per participant

Non-Members : RM 1,280.00 per participant

* Applicable for registrations received until October 18, 2013.

Group discount is not applicable until October 18, 2013.

Normal Rate**

FMM Members: RM 1,180.00 per participant

Non-Members : RM 1,480.00 per participant

**Applicable for registrations received from Oct 19, 2013 onwards.

10% group discount for 3 persons & more from the same company.

Member's rate is for FMM members and government officials.

All fees are inclusive of course materials, lunch and refreshments.

Conference materials are available for sale at half price of full

registration fee after October 30, 2013.

VENUE & ACCOMMODATION INFORMATION

Concorde Hotel Shah Alam

3 Jalan Tengku Ampuan Zabedah C9/C, 40100 Shah Alam, Selangor

Tel : 03-5512 2200 Fax : 03-5512 2210

Email: reservation-chsa@concorde.net

Website: www.shahalam.concordehotelsresorts.com

This Conference is HRDF SBL Scheme claimable.

ENQUIRIES & REGISTRATION

Please contact Ms. Jackie Gan / Ms. Kwai Kaun

Federation of Malaysian Manufacturers (FMM)

Wisma FMM, No. 3, Persiaran Dagang, PJU 9

Bandar Sri Damansara, 52200 Kuala Lumpur

Tel: 03-6286 7200 Fax: 03-6274 5239 / 1266 / 7288

E-mail: jackie@fmm.org.my / kwai_kaun@fmm.org.my

PAYMENT

Registration form must be returned to FMM by **Oct 25, 2013** with correct payment in cheque or bank draft made in favour of "FMM Services Sdn Bhd" crossed "Account Payee Only". All confirmed participants **must pay** the full fee **before the event**, otherwise registration will be cancelled. Walk-in participants with payment will be admitted on space availability basis.

REFUND OF FEES

Cancellation must be in writing to FMM. If cancellation is received:

- More than 14 days prior to event - full refund
- Between 7 – 14 days - 50% refund
- Less than 7 days of event - no refund

REPLACEMENT / CANCELLATION

Replacement at no additional cost. FMM reserves the right to cancel or reschedule the programme. All efforts will be taken to inform participants of any changes. If FMM decides to cancel or postpone the conference, FMM will not be responsible for covering airfare, hotel or other travel costs incurred by participants.

CLOSING DATE FOR REGISTRATION

October 25, 2013

Attn: Ms. Jackie Gan, FMM

Email: jackie@fmm.org.my

Tel: 03-6286 7200

Fax: 03-6274 5239 / 1266 / 7288

Please register the following participant(s): (Attach separate list if space is insufficient. Please tick appropriate box.)

1) Name: _____ Designation: _____

Email: _____ Is vegetarian meal required? Yes No

2) Name: _____ Designation: _____

Email: _____ Is vegetarian meal required? Yes No

3) Name: _____ Designation: _____

Email: _____ Is vegetarian meal required? Yes No

Payment:

Enclosed cheque / bank draft no. _____ for RM _____ mailed on _____

• Do you require an **invoice**? Yes No

• Do you agree to receive **future communication from FMM and its partners**? Yes No

Submitted by: (Please complete this section in capital letters)

Name: _____ Designation: _____

Company: _____

Address: _____

Tel: _____ Fax: _____

Email : _____ FMM Membership No: _____