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Dear Fellow Members,

The HKCEN is inviting applications for sponsorship for the Scientific Symposium on Emergency Medicine 2023 (SSEM) that will be held on 28<sup>th</sup> Oct 2023 organized by the Hong Kong College of Emergency Medicine (HKCEM). For information and registration details, please refer to the website at <https://www.ssem.hk/>.

*Details of the sponsorship:*

- Applicant must be a valid HKCEN Fellow Member (2022-2023).**
- Full registration fee** will be sponsored for applicants who are the **first authors** of successfully accepted poster presentations or oral presentations by the organizing committee (Maximum 10 quotas for full sponsorship).
- Half of the registration fee** will be sponsored for applicants who have attended the entire Symposium. (Maximum 20 quotas in total, including both full and partial sponsorships).
- Double sponsorship from other organizations will render the application ineligible.
- If the quota is exceeded, a selection process will be conducted.
- The final decision of selection rests with the HKCEN Council.
- The deadline for sponsorship applications is on or before 25<sup>th</sup> October 2023.
- Application method: Email the completed application form to [hkcen2011@gmail.com](mailto:hkcen2011@gmail.com) with the correct personal particulars to be filled in the reply slip below.
- Reimbursement documents are subject to the presentation of original receipts and a certified true copy of the attendance certificate.
- Late submissions will not be processed.

Regards



Ms Leung Yuen Fan, President

16 October 2023

### Reply Slip

I would like to apply for sponsorship of above conference and understand the conditions for application.

☐ SSEM, 28<sup>th</sup> Oct 2023

☐ Proof of the accepted presentation

Name and signature of applicant: \_\_\_\_\_

Membership number: \_\_\_\_\_

Email address: \_\_\_\_\_

Contact phone number: \_\_\_\_\_

Date: \_\_\_\_\_