



**Pre-Conference Information**  
**Very Important Last-Minute Information**  
**(Please print this out)**

**This broadcast contains very important last-minute information which you should print out and use as a checklist and reference for the conference.**

---

**TRANSPORTATION (AIRPORT/HOTEL)**

---

**Airport Transfers are NOT Provided. All delegates are responsible for their own transportation to and from the airport. Taxi or the Hong Kong Airport Express (MRT System) are the most recommended modes.**

**HKIA / Regal Airport Hotel**

The Regal Airport Hotel is connected to Hong Kong International airport. It's a five minute walk from the airport lobby to the Regal Airport Hotel lobby; simply follow the signs for "**Regal Airport Hotel**".

**HKIA / Marriott Hong Kong SkyCity Hotel (for hotel guests only)**

Use the hotel's free shuttle service between Hong Kong International Airport and the hotel.

Due to the renovation of the Hong Kong International Airport Terminal 2, the hotel has relocated its Airport shuttle bus pick-up point to **Car Park 1, Bay 11/12 Terminal 1** effective from 19 February 2019. The last bus departs from airport at 12:45 am.

Should you need any assistance, please contact the hotel's Airport representative at B05 Marriott Counter in Terminal 1. Alternatively, Airport Express can be taken from Airport Station to AsiaWorld-Expo Station (one stop). You can then walk from the AsiaWorld-Expo station to Marriott (about ten minutes).

For more information, please visit

<https://www.marriott.com/hotels/maps/travel/hkgap-hong-kong-skycity-marriott-hotel/>

**Regal Airport Hotel / AWE (Available 5-7 November only)**

A complimentary shuttle bus will be provided for conference delegates. Please find the schedule on the last page of this document. The trip is five minutes each way.

### **Marriott Hong Kong SkyCity Hotel / AWE**

The hotel is located next to AWE and delegates can walk between the two within 5-10 minutes.

### **Marriott Hong Kong SkyCity Hotel / Regal Airport Hotel (4 November (only), Welcome Cocktail Reception at Regal Airport Hotel)**

A shuttle will be provided between Marriott and Regal Airport Hotel. Please find the schedule on the last page of this document. The trip is five minutes each way.

---

## **VERY IMPORTANT (AIRPORT SECURITY / ACCESS TO HKIA via AIRPORT EXPRESS LINK)**

---

Due to recent ongoing protests in downtown Hong Kong, important security measures have been put into place and the Airport Express Link can only be used for the following types of trips:

- Guests not staying at Regal Airport Hotel cannot enter the airport area to take the Airport Express Link (AEL) train from the airport to AWE.
- Delegates not staying at Regal Airport Hotel or SkyCity Marriott Hotel are required to take the Airport Express Link from Hong Kong / Kowloon / Tsing Yi Station to AWE directly and cannot disembark at the Airport Station without a boarding pass for the next 24 hrs.
- Delegates staying at Regal Airport Hotel or SkyCity Marriott Hotel must show their room keys if they wish to have access to HKIA on days other than their scheduled flight departure.

Please see the following links for more information:

<https://www.hongkongairport.com/en/important-notice/index.page?noticeid=1565759853171-1>  
<https://www.hongkongairport.com/en/important-notice/index.page?noticeid=1533886036195-2>

---

## **QR CODE FOR QUICKER ONSITE REGISTRATION**

---

To speed up your onsite registration, please print out your QR Code and present it to us when you do your onsite registration.

QR Codes are now available for download from the conference website's registration area.

Instructions:

- 1) Go to <http://www.sinoconference.com/sino2019/info/logon.php> and logon with your Company username and password.
- 2) Click on **Your QR CODE** button at the bottom left of the screen.
- 3) Click on a name from the list.
- 4) Your barcode and registration details will popup. Click PRINT

16<sup>th</sup> Annual Sino - International  
 Freight Forwarders Conference  
 4 - 7 November 2019, Hong Kong, China
 

OFFICIAL SPONSOR

[VIEW SUMMARY](#)   [COMPANY PROFILE](#)   [LOGOUT](#)

**WCA [52495]**  
 Miami, FL, United States of America

## Conference Registration Summary

Delegate Registration / Spouse / Hotel / Optional Items	Price	Unit	Total	Del.
<b>ID#2</b> Mr. David Yokeum <span style="color: red; font-size: 8px;">new order</span> - Delegate Registration (included in package)	0.00	1	0.00	[Icon]
<b>ID#4</b> Mr. Dan March <span style="color: red; font-size: 8px;">new order</span> - Delegate Registration (included in package)	0.00	1	0.00	[Icon]
<b>ID#6</b> Mr. Damin Wang <span style="color: red; font-size: 8px;">new order</span> - Delegate Registration (included in package)	0.00	1	0.00	[Icon]
<b>TOTAL (USD)</b>			<b>0.00</b>	

Add Registration

Please register your name and "Confirm Order" below to print order confirmation.

Confirm Order Now

Your QR Code

Bill and Payment Status

Payment Options

Download Invitation Letter Template

Copyright (c) 2018. WCA, LTD. All rights reserved. - Privacy Statement

## ONSITE REGISTRATION

Everyone must do onsite conference registration. This is when you pick up your badges, meals coupons, and conference bag. The conference bag contains important information about the conference such as **conference agenda, floor layout, booth names and locations, emergency contact details**, as well as the Meals Coupons which you must present to us for each function that involves food and beverages such as the cocktail reception, lunches, gala dinner, etc.

### Where to do Onsite Registration:

Sunday, 3 November	14:00 - 21:00 hrs	Regal Airport Hotel (Lower Lobby)
Monday, 4 November	09:00 - 20:00 hrs	
Tuesday, 5 November	09:00 - 17:00 hrs	AWE, Hall 10 Foyer

---

## NAME BADGE AND MEAL COUPONS (IMPORTANT)

---

**A. NAME BADGES MUST BE WORN AT ALL TIMES** inside the conference venue. The security level is very high and you will not be permitted to enter the event venue without one. You will also be asked to leave the venue if not wearing a badge.



**B. MEALS COUPONS** will be given to you during the onsite registration. It is **compulsory to present your Meal Coupons** for each function (Cocktail, Daily Lunch and Gala Dinner).

**You will not be allowed entrance to meals venues without a Meal Coupon AND Name Badge.**



---

## CONFERENCE AGENDA

For the most up to date conference agenda, please visit <http://www.sinoconference.com/sino2019/info/agenda.php>



---

## STAFF CONTACT NUMBERS

If you require any assistance during the conference then you can contact any of the following CIFA and WCA staff:

Name	Position	Cell Phone
<b>WCA Management Staff</b>		
Dan March	CEO, WCA Limited	+44 7921 038 568
Damin Wang (**)	Vice-President - China	+86 159 2166 2716
Erwin Van Der Genugten	Regional Manager - Europe	+31 627 072 470
Ken Yokeum	Vice President – Asia Pacific	+66 89 771 1797
Brian Majerus	Managing Director GAA & Lognet Global	+1 847 800 7226
<b>Conference Staff (CIFA &amp; WCA)</b>		
Name	Position	Local Cell Phone
Douglas Archer	Conference Manager	+66 86 888 0276 (roaming) Local Number TBA 3 November
Aui	Conference Manager	Local Number TBA 3 November
Meow	Conference Support (Registrations / Accommodations)	Local Number TBA 3 November
Boom (Pitsanu)	Conference Support (Conference Booths)	Local Number TBA 3 November
Julia Zhao (**)	Membership Development (CIFA)	+86 136 8147 9075
Fiona Wang (**)	CIFA	+86 152 1055 7153
(**) Mandarin & English Speaking Staff. All Staff are on 24 hour standby.		

---

## THINGS TO BRING

---

- Name cards (onsite name card printing service is **not** available)
  - Brochures (brochure tables will be provided starting after the plenary session on 19<sup>th</sup> September)
  - Giveaway items with your company logo for distribution to other delegates
-

---

## WCA EVENTS APP

---

No more queuing to pick up your One on One Meeting Schedule!!! For new users, you can search "WCA Events" in Apps Store and Play Store or scan the below QR Code to download and install.



**Existing Users: Please un-install your current version and re-download to update your version.** Many new features are now available on the new version.

### Features:

- Update your One-on-One Meetings and view your appointment schedule with your phone.
- View Attendee Profiles
- View Agenda
- View One-on-One Floor Plan and Booths List
- View Emergency Contacts
- View Latest Announcements
- More...

---

### PAYMENT

ALL conference related fees must be settled before you arrive. You will NOT receive your delegate badge which must be worn to enter all functions until your fees have been received.

---

**SEE YOU AT THE CONFERENCE !!!**

---

## SHUTTLE BUS SCHEDULE

---

### Marriott / Regal Airport Hotel (4 November Only)

#### Monday, 4 November

Depart Marriott SkyCity	Buses	Depart Regal Airport Hotel	Buses
16:00	1	19:30	1
16:30	1	20:00	1
17:00	1	20:15	1
17:30	1	20:30	1

23 Seater Buses operated by Marriott SkyCity Hotel

### Regal Airport Hotel / AWE (5–7 November)

#### Tuesday, 5 November

Depart Regal Airport Hotel	Buses	Depart AWE	Buses
8:00	1	8:10	1
8:15	1	8:25	1
8:30	2	8:40	2
8:45	2	8:55	2
9:00	2	9:10	2
9:15	2	9:25	2
9:30	2	9:40	2
9:45	2	9:55	2
10:00	2	10:10	2
10:15	2	10:25	2
10:30	1	10:40	1
11:00	1	11:10	1
11:30	1	11:40	1
12:00	1	12:10	1
12:15	1	12:25	1
12:30	1	12:40	1
12:45	1	12:55	1
13:00	1	13:10	1
13:30	1	13:40	1
14:00	1	14:10	1
14:30	1	14:40	1
15:00	1	15:10	1



15:30	1	15:40	1
16:00	1	16:10	1
16:30	1	16:40	1
16:45	1	16:55	1
17:00	2	17:10	2
17:15	2	17:25	2
17:30	2	17:40	2
17:45	2	17:55	2
18:00	2	18:10	2
18:15	2	18:25	2
18:30	1	18:40	1
19:00	1	19:10	1
19:30	1	19:40	1
20:00	1	20:10	1
20:30	1	20:40	1
20:45	1	20:55	1
21:00	2	21:10	2
21:15	2	21:25	2
21:30	1		

**Wednesday, 6 November**

Depart Regal Airport Hotel	Buses	Depart AWE	Buses
8:00	1	8:10	1
8:15	1	8:25	1
8:30	1	8:40	1
8:45	1	8:55	1
9:00	1	9:10	1
9:15	2	9:25	2
9:30	2	9:40	2
9:45	2	9:55	2
10:00	2	10:10	2
10:15	2	10:25	2
10:30	1	10:40	1
11:00	1	11:10	1
11:30	1	11:40	1
12:00	1	12:10	1
12:15	1	12:25	1
12:30	1	12:40	1
12:45	1	12:55	1
13:00	1	13:10	1
13:30	1	13:40	1

14:00	1	14:10	1
14:30	1	14:40	1
15:00	1	15:10	1
15:30	1	15:40	1
16:00	1	16:10	1
16:30	1	16:40	1
16:45	1	16:55	1
17:00	2	17:10	2
17:15	2	17:25	2
17:30	2	17:40	2
17:45	1	17:55	1
18:00	1		

**Thursday, 7 November**

Depart Regal Airport Hotel	Buses	Depart AWE	Buses
8:00	1	8:10	1
8:15	1	8:25	1
8:30	1	8:40	1
8:45	1	8:55	1
9:00	1	9:10	1
9:15	2	9:25	2
9:30	2	9:40	2
9:45	2	9:55	2
10:00	2	10:10	2
10:15	2	10:25	2
10:30	1	10:40	1
11:00	1	11:10	1
11:30	1	11:40	1
12:00	1	12:10	1
12:15	1	12:25	1
12:30	1	12:40	1
12:45	1	12:55	1
13:00	1	13:10	1
13:30	1	13:40	1
14:00	1	14:10	1
14:30	1	14:40	1
15:00	1	15:10	1
15:30	1	15:40	1
16:00	1	16:10	1
16:30	1	16:40	1
16:45	1	16:55	1

17:00	2	17:10	2
17:15	2	17:25	2
17:30	2	17:40	2
17:45	1	17:55	1
18:00	1		

# Location Map 位置圖

