Refund Form

|  |  |
| --- | --- |
| **First Name** |  |
| **Last Name** |  |
| **Affiliation** |  |
| **E-mail** |  |
| **Amount of payment** |  |
| **Reason for cancellation** |  |
| **Account Information** | Beneficiary’s Name:  Beneficiary Address & Tel. no.:  Bank Name:  Bank Address:  Bene’s A/C No.:  SWIFT CODE: |

**\*****Cancellation and Refund Policy**

The Organizing Committee will refund the registration fee according the following rules. Notification of cancellation must be received in writing to the Secretariat by e-mail or fax.

Only cancellations made in writing are acceptable.

Please refer to the following cut off dates for cancellation.

|  |  |
| --- | --- |
| **Date** | **Amount to be Refunded** |
| by 30 April 2025 | 100% of Registration Fee |
| after 1 May 2025 | No Refund |

- All bank services charges and all administration fees will be deducted from all conference registration refunds.

- All refunds will be made after the conference.

If you have any questions about the registration, please contact us. (E-mail: [ksrs@ksrs.or.kr](mailto:ksrs@ksrs.or.kr))