

Lifestyle series of events:
Workshop on
Professional image building and social etiquette



Are you struggling to work out what is the appropriate attire and table manners for your next important high table dinner? Or wondering how to sharpen your image for your next social event? Join the workshop organized by the Institute's Young Members Committee to meet three sophisticated speakers who will talk about the key elements to creating an elegant and smart impression, as well as to learn more about social and table manners.

- Date & Time** **25 September 2019, Wednesday**
7:00 – 9:30 p.m.
- Venue** 27/F Wu Chung House, 213 Queen's Road East, Wanchai, Hong Kong
- Programme** The workshop will cover:
- ✧ How to build a professional image for social networking events
 - ✧ Networking outfits – what to wear and how to stand out?
 - ✧ Social and dining etiquette
- Language** Cantonese
- Capacity** Min 30 / Max 40 persons
(Subject to cancellation if there are less than 30 enrollees)
- Fee** \$180 (Member); \$280 (Guest)
- Enrolment Deadline** 20 September 2019
- Registration** **Enrol online** or complete the enrolment form and return it with full payment to the Institute by the enrolment deadline.
- Enrolments will be accepted on a first-come-first-served basis. Priority will be given according to the order of young members, members and guests in the case of over-subscription (see note 1 on enrolment form).

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Speakers



Jan Cheuk is a professional makeup artist and image director. She has obtained a number of make-up/hair/stamp certificates, with over ten years of make-up experience, including bridal makeup, commercial activities/advertising, stage plays, etc. She has organized professional programs for companies of all sizes. She also offers image guidance classes to create a tailor-made professional and capable image for each member.



Peter Chow is a co-founder of Fanny Lee Image Consultancy Company, which was established in 2007 to promote the importance of personal image. He is an internationally recognized professional image consultant and suit aesthetics expert.

Peter has lived in the United States and Canada for more than 20 years. He has trained and directed professional imagery for many well-known companies at home and abroad and all Hong Kong universities. He is also a private image consultant for corporate CEOs.

Peter's professional qualifications include Professional Certificate in Image Consultancy and Internationally Recognized Image Consultant Professional Certificate.



Echo Chung founded her own suit tailoring business named Zuitable Limited, which is actively providing professional suit tailoring service by experienced tailors for customers to make them look sharp and professional. She has experience in sponsoring concert and advertisement and is a frequent speaker of personal image talks.



**Workshop on
Professional image building and social etiquette**

Event Code: OTHR19092501

**Finance & Operations Department,
Hong Kong Institute of CPAs**

37th Floor, Wu Chung House,
213 Queen's Road East, Hong Kong.

Fax no: 2893 9853

Enrolment Form

25 September 2019

(Enrolment deadline: 20 September 2019)

Confirmation of enrolment will be sent to you via email. You can check your enrolment status at "My CPA" at www.hkicpa.org.hk. Unsuccessful enrolment will be notified with full refund.

[Contact information below is used solely for communication of this particular event, without update to your member profile]

Please use BLOCK letters (Please tick the appropriate box)

Name (Mr./ Mrs./ Ms.):	Young member (note 1): <input type="checkbox"/> Yes <input type="checkbox"/> No
Membership no.:	Email (note 4):
Telephone no.:	Mobile no.:
Guest name (if applicable) (note 1):	

(Please tick the appropriate box)

Fee:	<input type="checkbox"/> Member: \$180	Total amount: \$ _____
	<input type="checkbox"/> Guest (non-member) (if applicable) (note 1): \$280	
<input type="checkbox"/> Cheque (no. _____) payable to "Hong Kong Institute of Certified Public Accountants" or "HKICPA"		
<input type="checkbox"/> BOC HKICPA VISA <input type="checkbox"/> BOC HKICPA UnionPay card <input type="checkbox"/> Other VISA / MasterCard		
Card Number:		Card Expiry Date (MM/YY):
Cardholder's Name (block letters):	Cardholder's Signature:	Date:
<ul style="list-style-type: none"> For credit card payment the card should be valid with expiry date at least 1 month from the date of event. Payment receipt will be sent to your email address provided above once the payment is confirmed. 		

Notes:

- Enrolment for the activity is accepted on a first-come-first served basis. Priority will be given according to the order of young members (i.e. aged 40 or below), members and guests in the case of over subscription. Non-members' applications will only be processed together with a member's enrolment, and their applications will be considered separately after the closing date for enrolment subject to availability.
- Full payment must be made before your enrolment will be processed. No telephone reservation will be accepted.
- Application by fax will ONLY be accepted when payment is made by credit card. Cash is strictly not accepted.
- Confirmation of enrolment will be sent to you via email before 24 September 2019. You can check your enrolment status at "MyCPA" at www.hkicpa.org.hk. Unsuccessful enrolment will be notified with full refund.
- In normal circumstance, the admission fee is non-refundable or non-transferrable upon receipt of payment by HKICPA. Should the event be cancelled or postponed due to unforeseen circumstance, refund will be made according to your payment method. For credit card payment, refund will be made directly to your credit card account. For cheque payment, refund will be mailed to your correspondence address.
- If a participant is no show at the event, he/she may be given a lower priority for joining future events organized by the Young Members Committee.
- Bad weather arrangement: When the typhoon signal no. 8 or above / black rainstorm warning is hoisted, as announced by the Hong Kong Observatory, at or after 2:30 p.m. on the date of event, the event will be rescheduled.
- The Institute reserves the right to change the venue, date, speakers, and/or rundown of the event due to unforeseen circumstances.

Personal Data: Your personal data collected from the enrolment process and administration of courses/events/activities will be used for the purpose of the administration of the course/event/activity on which you are enrolled ("Event"). Such data collected may be accessible by the Institute's officers, persons or committees processing the application and related matters. In addition, the Institute may use the collected data for statistical research and analysis. By submitting this Enrolment Form, you understand and agree that the Institute may provide your personal data above to co-organisers/service providers in or outside Hong Kong for the purpose relating to the Event. The Institute intends to use the personal data of your name, email address and correspondence address to inform you, where relevant, of members' benefits, goods, services, facilities and events organized or provided by the Institute or other organizations. Members and registered students may opt out of receiving such materials at any time by logging in via the following link <https://www.hkicpa.org.hk/en/members-area/comm-preference/>. Non-members may opt out of receiving such materials at any time by sending an email to the Institute at privacyofficer@hkicpa.org.hk or a letter to the Institute's privacy officer. For more information about the privacy policy of the Institute, please go to <http://www.hkicpa.org.hk/en/service-tools/privacy-policy/>.

Payment & Enrolment Status Enquiry: 2287 7379
Email: finance@hkicpa.org.hk

Event Information Enquiry: 2287 7065 (Stone Tse)
Email: stonetse@hkicpa.org.hk

For non-member and firm payment by cheque, please fill in your postal address for refund in case the event is full or cancelled.	
Name :	Name :
Address :	Address :