**Cancellation & Refund Request**

1. All refunds will be processed after the completion of the meeting within 30 days.
2. Refund policy is based upon receiving notification as follows:

**- Received until May 19, 2023 (11:59 p.m. KST): 90% of total price**

**- Received from May 20, 2023 (00:00 a.m. KST): No refund**

Please fill out the form below and submit to the Secretariat via e-mail ([info@kcameeting.org](mailto:info@kcameeting.org)).

**- Cancellation and Refund Request Form -**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** |  | | |
| **E-mail** |  | | |
| **Affiliation** |  | | |
| **Payment Method** | □ Credit Card | | □ Bank Transfer |
| **Bank Information**  \* Only the participant who paid as the bank transfer, please fill it out. | **Bank Name** |  | |
| **BRANCH Name** | if necessary (\*mandatory for Japan) | |
| **Bank Address** |  | |
| **Account Number** |  | |
| **Account Holder** |  | |
| **Swift Code** |  | |
| **Residence Address** | (\*mandatory for China) | |
| **Routing Number** | (\*mandatory for America) | |
| **IBAN Code** | (\*mandatory for Australia, Europe) | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Signature** |  | **Date** |  |