

Ref: SSA/002/18/EML

4 January 2018

To: All SSA Members



The Singapore Shipping Association would like to cordially invite all SSA members to join us for the SSA Lunar New Year Cocktail Reception.

**Date: 8<sup>th</sup> February 2018**

**Venue: Raffles City Convention Centre, Level 4, Stamford Ballroom  
80 Bras Basah Road, Raffles City Shopping Centre, 189560**

**Time: 5.30pm - 9.30pm**

Registration is **complimentary** for the **first two representatives** of each SSA-member company. If you wish to send additional representatives, it will be chargeable at **S\$160.50 w/GST (S\$150.00)** for each subsequent representative.

Kindly note that each SSA-member company is only allowed to send a maximum of five representatives for the event, to allow as many member companies to participate as possible, given the limited space. Subsequent representatives (i.e. 6th registrant onwards) from the same company will be put on waiting list.

To register for the event, kindly download the registration form attached and submit your completed form to Email: [registration@ssa.org.sg](mailto:registration@ssa.org.sg) or Fax: 6222 5527 by **Friday, 2 February 2018**.

### **Sponsorship**

Our cocktails presents an opportunity for advertisement exposure of your organization on our event backdrop as well as on our quarterly Newsletter – Waves. Apart from that, you will be entitled to several complimentary invitations. Show your support for SSA and be one of the exclusive sponsors for our event! Your support will be a great contribution to making the event a success. If you are interested in being a sponsor, you can do so by e-mailing the secretariat at [Kelvin@ssa.org.sg](mailto:Kelvin@ssa.org.sg).

**59 Tras Street, Singapore 078998    Tel: 6305 2260    Fax: 6222 5527**  
**E-mail: [ssa.admin@ssa.org.sg](mailto:ssa.admin@ssa.org.sg)    Website: <http://www.ssa.org.sg>**



SINGAPORE  
SHIPPING  
ASSOCIATION  
**REGISTRATION FORM**

**(Please register by Friday, 2 February 2018)**

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

To: Singapore Shipping Association  
59 Tras Street  
Singapore 078998

Tel: 6305 2260  
Fax: 6305 5527  
E-mail: [registration@ssa.org.sg](mailto:registration@ssa.org.sg)

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Below is a list of our representative(s) attending the **Lunar New Year Cocktail Reception:**

S/N	Name	Designation	Remarks
1.			FREE
2.			FREE
3.			*S\$160.50
4.			*S\$160.50
5.			*S\$160.50

**\*Prices are subjected to GST. (\$160.50 inclusive of GST)**

A cheque for S\$ \_\_\_\_\_, is enclosed, being the total fee payable for the above representative(s).

I understand that:

- All cheques should be crossed and made payable to **“Singapore Shipping Association”**. **Cancellations must be made in writing, either by e-mail or fax before 2 February 2018.** No refund shall be entertained if any of the paying representative/(s) fails to attend or withdraw after the deadline
- If any of my representatives registered on complimentary basis fail to attend, my company agrees to pay a **no-show charge of S\$160.50/pax (inclusive of GST)** to cover the cost of food already prepared, unless a substitute from my company replaces him/her.

Name of Contact Person : \_\_\_\_\_

Company : \_\_\_\_\_

Tel No. : \_\_\_\_\_

Fax No. : \_\_\_\_\_

E-mail Address : \_\_\_\_\_

Please contact Singapore Shipping Association at Tel: 6305 2260 (Corporate Communications Department) if you fail to receive an email confirmation by **6 February 2018.**