



GLOBAL HANDS-ON MUSCULOSKELETAL  
MRI & ULTRASOUND MINI FELLOWSHIP COURSE  
FOR RADIOLOGISTS

2024

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DATE: 15<sup>TH</sup> TO 18<sup>TH</sup> MAY 2024

VENUE: HOTEL MAYA, JALAN AMPANG, KUALA LUMPUR  
(100M FROM TWIN TOWERS IN GOLDEN TRIANGLE)

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*Accreditation :*

This course has been accredited 20 CPD points (APC 2025) by National Specialist Register  
(Event ID: 26116)

Your local CPD provider via attendance certificate 28 Hours CPD including RCR UK

Event Manager:



Global Futuristic Management Services

Early notification to enable purchase of refundable cheap promotional airfares to  
Kuala Lumpur when available.

Google No.1 Best Musculoskeletal MRI & Ultrasound Course.

Official website and online registration :  
[www.penangmskrad.com](http://www.penangmskrad.com)

# FOREWORD

## PLEASE READ EVERYTHING FOR DETAILS

Dear Radiologist,

The Global Hands Musculoskeletal MRI & Ultrasound Mini Fellowship Course for Radiologists will be held from May 15th to 18th 2024 at a Hotel in Kuala Lumpur

Here are the key features of the Musculoskeletal MRI and Ultrasound Mini Fellowship

1. All radiologists will receive a chance to be tutored by senior Musculoskeletal Radiologists who are experts at Musculoskeletal Ultrasound. All the Musculoskeletal Radiologists have done their Musculoskeletal Fellowships in UK, USA, Europe, Australia and Singapore. They have 5-20 years of Musculoskeletal Ultrasound weekly cases.

2. The practical session will start with a demonstration by the Musculoskeletal Radiologists in the first half hour. Subsequently, each participant will be given 10-15 minutes initially to practice the technique shown by the faculty on the model until all participants in the group have attempted and been shown how to do the technique correctly. This is strictly monitored by an appointed group leader. After getting their hands-on practice, participants are free to move to any of the groups to observe and practice. Those who sign for advanced can ask the faculty for specific requests at their table.

3. Faculty to participant ratio during the workshop sessions are kept small to enable quality hands-on ultrasound training. You can apply for RCR UK for 28 CPD points using the attendance certificate which states number of hours attended and for Malaysians 20 CPD points from NSR for APC renewal 2025. There is plenty of time (3 hours) for hands-on practice. Please note that only limited places are available to enable personalized training. The advantage of this congress is that in four days you learn both MSK MRI and MSK Ultrasound. In today's MSK Radiology practice, you will find that MSK Ultrasound has taken a greater role in diagnosis of superficial tendon and ligament pathology.

4. 200 over MSK MRI and MSK Ultrasound DICOM VIDEOS covering 95% of common pathology will be shown. This is what you may see in a two year Musculoskeletal Fellowship but now in 4 days. The videos have been carefully selected and tips and pearls will be shared as the videos are shown. High quality DICOM videos are now being shown during the MRI & Ultrasound video sessions to complement the lectures. Morning sessions from Day 2 start with 10 selected cases to review and emphasise principles and tips learned about each joint covered the previous day.

5. Focus will be on how we really solve problems in patients with MSK symptoms using one or other modality or both MSK MRI and Ultrasound. Participants will be taught which modality is better for which indication for accuracy of diagnosis. For example, it is far more accurate to use Ultrasound for detection of ankle, tendon and ligament tears than MRI as these structures are very small on MRI and often not clearly visualised in the 3mm slices but seen very well on ultrasound and function can be tested with dynamic manoeuvres. Emphasis will be on how to grade residual function of a ligament which is what the Orthopaedic surgeon wants to know and also tendon pathology.

6. For the practical sessions, you will have a choice to be trained at Basic, Intermediate or Advanced Level. Basic level means you have not attended any Basic MSK Ultrasound course and are not doing MSK USS weekly. Intermediate level means you have attended a Basic MSK Ultrasound Course and are practising MSK ultrasound weekly on patients. Advanced level means you are highly experienced in MSK Ultrasound and would like more specific teaching of different joints.

7. We will provide each participant with a USB which will contain about 8G of data. Articles on all the major joint pathology, reporting templates, MRI sequence protocols, Videos, Powerpoints, E-books, etc. Most of this material has been donated by previous lecturers and my fellows over the years. It has some of the best references to articles on particular topics over the last 10 years and forms part of the curriculum. Learning indeed continues well after the congress until you have read all the articles provided.

8. The congress enables a radiologist to report MSK MRI accurately for all common pathology as it concentrates on reporting of 95% of common pathology well. Think about it, what is the point of knowing the course of the sural nerve when you can't even report ACL tears accurately? At the end of the congress, one can also perform basic MSK Ultrasound well and make diagnosis of main and common pathology of most joints. MSK Ultrasound often identifies the real cause of the patients' current symptoms rather than MRI which may be non-specific myriad of new or old abnormalities.

9. On the final day, I will be introducing a new addition to the congress programme. I look forward to sharing about my current experience and knowledge with Interventional joint injections from working as a Consultant Radiologist at Beverly Wilshire. Explanation of injectables especially PRP and how they work, indications, techniques in detail of injection will be the focus of the final day. As a radiologist, after this congress you will be confident to provide this interventional service which is able to reduce the number of surgery on patients and also give you the opportunity to earn more doing procedures than by solely doing general reporting of MRI and performing MSK Ultrasound.

10. Opportunities for 4 oral paper presentations( 8 min each) are available. Kindly submit your standard abstract (not more than 250 words) to the Secretariat for consideration by the Scientific Committee. Further details will be provided following your submission. The topics must be by musculoskeletal.

11. For ease of registration fee payment we prefer WISE Payment. If you don't have WISE, credit card payment options are available for overseas delegates via a secure email link sent to your email but there may be a surcharge. In the last two years there has been no fraud with the use of this. Super early bird, early bird and standard registrations are available. Please pay early to avoid disappointment as happened to several delegates not being able to get a seat for 2023.

12. We will negotiate for special room rates from the conference hotel from May 13th to May 22nd 2024. The hotel booking form is in the flyer and download via website. Please fill in the dedicated booking form and send directly to the hotel NOT TO ORGANISERS as per instructions on the booking form. You should NOT give the security number on your credit card on the form even if asked on the form. Please note advantage of direct booking is cheaper rates for one or two pax with breakfast and also no deduction of credit card until arrival only. Cancellation can be made 1 week before arriving with no credit card deduction. Please ensure that you must get a confirmation number from the hotel to be sure your reservation has been made. Keep asking till you get the confirmation number. The 2023 hotel has taken note of complaints made by delegates previously and has taken action that is possible. We will give further details to the action taken and our recommendation for stay later after you register.

13. By attending the Global MSK MRI and USS course, it is like a new world opens to you and you are no longer afraid of reporting MSK MRI cases and learning the new skills of doing MSK Ultrasound. So don't think twice. Pre -Register or Register for the Kuala Lumpur MSK MRI & Ultrasound Course 2024 using the online registration form available at [www.penangmskrad.com](http://www.penangmskrad.com) today. No payment required for pre -registration till we inform you to pay and then payment must be made immediately to benefit from the current promotion at the time ie super early bird, early bird or standard.

The Global MSK MRI and Ultrasound Course is often google no.1 search out of 2 million searches(non paid ad) for best musculo-skeletal MRI course or MSK Ultrasound course or in the first few pages. Testimonials and photos can be seen by Google Global MSK MRI and Ultrasound Courses and peruse the website and facebook pages.

NB: GLOBAL COURSES CAN BE HELD IN YOUR COUNTRY WITH IP HELD BY GLOBAL AND COURSE NAMED GLOBAL MSK MINI FELLOWSHIP OR COURSE AND YOUR COUNTRY NAME. TERMS AND CONDITIONS CAN BE DISCUSSED.

Yours sincerely,

**Prof. Dr. John George**

MBBS (Adelaide), DMRD (Aberdeen), FRCR (UK)

Course Director, Global MSK MRI and USS Mini Fellowship Courses

Consultant MSK Radiologist, National Sports Institute of Malaysia since 1998,

Consultant MSK Radiologist, Orthopaedic Diagnostic and Regenerative Centre, Beverly Wilshire Medical Centre

Professor & Chief of Musculoskeletal Radiology, University of Malaya Medical Centre (1993 to 2019)

President Malaysian Association of Sports Medicine ( 2010-2014)

Email: [msk.rad@gmail.com](mailto:msk.rad@gmail.com)

# PROGRAMME

Day One • 15th May 2024 • Wednesday	
7.30 am	Registration
8.00 am	Briefing and pre-course MCQ self-assessment.
8.30 am	Lecture 1: MRI and USS Knee : All major ligaments, meniscal tears and cartilage.
10.30 am	Tea break
11.00 am	Video Session 1: DICOM MRI and USS videos of normal and basic to intermediate pathology of the knee (MSK radiologist secrets, tricks of the trade, pearls revealed in all pathology sessions, not in the books, from years of experience)
1.00 pm	Buffet lunch
2.00 pm	Workshop 1: Hands-on Knee Ultrasound (Groups divided into Basic, Intermediate and Advanced)
3.30 pm	Tea break
4.00 pm	Workshop 1 (continued): Hands-on Knee Ultrasound (Groups divided into Basic, Intermediate and Advanced)
5.00 pm	End of session
Day Two • 16th May 2024 • Thursday	
8.00 am	10 selected MSK MRI cases of the Knee. Good review session of application of principles and tips studied the day before.
8.45 am	Lecture 2: Normal MRI and USS Radiological anatomy of the shoulder with gross anatomy correlation.
10.30 am	Tea break
11.00 am	Video Session 2: DICOM MRI and USS videos of normal and basic to intermediate pathology of the shoulder
1.00 pm	Photo Session followed by buffet lunch
2.00 pm	Workshop 2: Hands-on Shoulder Ultrasound
3.30 pm	Tea Break
4.00 pm	Workshop 2 (continued): Hands-on Shoulder Ultrasound
5.00 pm	Close of session
Day Three • 17th May 2024 • Friday	
8.00 am	10 selected MSK MRI cases of the Shoulder. Good review session of application of principles and tips studied the day before.
8.40 am	Lecture 3: Normal MRI and Ultrasound Radiological anatomy of the ankle and foot with gross anatomy correlation.
10.00 am	Video Session 3: DICOM MRI and USS videos of normal and basic to intermediate pathology of the ankle and foot.
10.30 am	Tea break
11.00 am	Lecture 4: Ultrasound of elbow and wrist with MRI correlation and Ultrasound of Carpal tunnel
12.00 pm	Video Session 4: DICOM MRI and Ultrasound videos of the elbow, wrist and carpal tunnel
1.00 pm	Buffet Lunch
2.00 pm	Workshop 3: Ultrasound Hands-on Ankle and Wrist, Elbow and Wrist Ultrasound and Carpal tunnel
3.30 pm	Tea Break
4.00 pm	Workshop 3 (continued) : Ultrasound Hands-on Ankle and Wrist, Elbow and Wrist Ultrasound and Carpal tunnel
5.00 pm	Close of session
Day Four • 18th May 2024 • Saturday	
8.00 am	10 Selected cases of MRI of Ankle, Elbow and Wrist. Application of principles learned the day before.
9.00 am	Lecture 5 : Ultrasound of common arthropathy, Ultrasound of muscle injury
10.00 am	Lecture 6: Role of injectables in joint injury
10.30 am	Tea Break
11.00 am	Video Session 5: Videos of common arthropathy, Muscle Injury and Injectables. Oral paper presentations.
12.00 pm	Lecture 8: MRI of Hip Joint. Post-Course MCQ.
1.00 pm	Buffet Lunch
2.00 pm	Workshop 4: Hands on session on hamstring and arthropathy screening and final all joint review and informal assessment practical test. A Rehabilitation specialist on nerves and cross sectional muscle ultrasound will be present specially at this session.
3.30 pm	Tea Break
4.00 pm	Practical Ultrasound assessment, closing remarks and Collection of Certificates

"Simply Great. The MSK US & MRI course held in Malaysia, organized by Prof. John George, was great as far as the content, duration, experience & way of teaching is concerned. Prof. George himself is very humble & cool, he tried his best to teach us in a very smooth & academic way. I have never attended such a good knowledgeable & extensive course of MSK radiology. We were three from Pakistan, who attended the course. This is true that course was really above our expectation. There were MSK teachers from many different countries but the whole story rotated around respectful Prof. George. He taught us in a very practical way how to incorporate the radiological findings with clinical sign & symptoms. I would strongly recommend my colleagues to attend this course next year. At last not the least, Malaysia itself a very beautiful country to visit. We enjoyed there a lot, visited Langkawi, Penang & Kuala Lumpur. I am very thankful to Prof. George for his kind response to us from beginning of registration till the end of course."

*Dr. M Kashif Shazlee, Pakistan*

"The course is an optional educational programme that provides radiologists with opportunity to enhance their skills in musculo-skeletal imaging as it offers hands-on training in MRI and ultrasound, which are essential imaging modalities for evaluating musculoskeletal pathology. The programme is designed by an expert radiologist and offers a high yield curriculum that covers musculoskeletal anatomy, pathology, and imaging techniques. We can learn from experienced faculty members and get a chance to practice their skills on state-of-the-art equipment. Also, it is highly interactive, allowing ample opportunities to ask questions and engage in discussions with peers and instructors. Overall, this course is an excellent opportunity for radiologists to advance their knowledge and skills in musculoskeletal imaging, ultimately leading to improved patient care and outcomes. I highly recommend this course to my fellow radiologists"

*Dr. Robert M. Someros, Philippines*

"This is a great course with comprehensive, excellent and well-prepared learning materials, enthusiastic and knowledgeable teachers plus plenty of hands-on practice on the ultrasound. Homework cases are very useful and practical. Highly recommend!"

*Dr. Yu Wen Ming, Hong Kong*

"I totally enjoyed being in this course. The practical knowledge I gained is immense and it can be definitely translated to clinical practice, which remains the highlight of this course. Hands-on workshop with small group teaching was very beneficial."

*Dr. S. Vasanthapriya, Malaysia*

"Perfect course for those who are interested in MSK radiology. It covers a broad spectrum of MSK topics and plenty of hands-on experience. Credits to Prof George who is knowledgeable and humorous, his lectures never disappoint and were full of laughter. Would certainly recommend to everyone who likes MSK radiology."

*Dr. Stephen Wong, Hong Kong*

"I would highly recommend this course as the faculty are extremely knowledgeable and patient in teaching. Also the lectures are very comprehensive with many pearls and pitfalls highlighted."

*Dr. Jaspreet Singh, Singapore*

"This conference provides a very nice fusion of MRI and ultrasound to better enforce the knowledge and understanding of MSK imaging. The session is easily understandable and is recommended for beginners and advanced MSK radiologists. The hands-on sessions and lectures are wonderful."

*Dr. Mark Anthony, Philippines*

"It is a very informative course with very good hands-on experience. This is the best practical course I have ever had."

*Dr. Zuhudha Hussain, Maldives*

"This congress really helped me to have a strong foundation in MSK imaging especially the ultrasound. Excellent lectures with ultrasound and MRI correlation of normal anatomy and pathology."

*Dr. Diana Garcia, Philippines*



**Overview:**

This intensive hands-on course allows radiologists to report on basic MSK MRI and perform screening and/or diagnostics ultrasound with high accuracy. Homework, together with a reporting template, will be given at the end of each day. Numerous MRI and USS videos are specially chosen as they show the pathology that is missed in common day to day reporting resulting in low accuracies even by those who think they are already reporting 95% accurately. Practical ultrasound sessions are divided into Basic, Intermediate and Advanced levels of expertise.

The course will emphasize practical tips and pearls not found in textbooks. The demonstrators consist of well-established teachers and trainers who have done thousands of Musculoskeletal ultrasound cases for diagnosis and also interventional cases. Accurate diagnosis based on clinical history, simple physical stress tests and imaging findings will be highlighted for ultrasound. Limited places available to enable small group hands-on training.

**Materials & Deliverables:**

1. 1 x high quality colour photoprint of powerpoint lecture slides (2 volumes) and 1x ultrasound technique workbook worth USD200 including intellectual property royalties.
2. USB thumbdrive containing 8GB of data resources worth USD200. 12 years of materials from fellows and lecturers.
3. One ultrasound demonstrator to about 7 participants for quality hands-on time.
4. Can rotate to other tables after the first hour to observe other faculty techniques and practice at any table.

**Faculty: some awaiting confirmation.**

Prof. Dr. John George (Congress Chairman) MBBS (Adelaide), DMRD (Aberdeen), FRCR (UK)  
 Senior Consultant MSK Radiologist, National Sports Institute of Malaysia  
 Senior Consultant MSK Radiologist, Orthopaedic Diagnostic and Regenerative Centre, Beverly Wilshire Medical Centre  
 Fmr Professor & Chief of Musculoskeletal Radiology, University of Malaya Medical Centre, Malaysia

Dr. Niraj Dubey, FRCR (UK)  
 Senior Consultant MSK Radiologist  
 Singapore Health Authority

Dr. Mathew George, FRCR (UK)  
 Senior Consultant MSK Radiologist  
 Pushpagiri Medical Hospital, India

Dr. Ashutosh Prakash,  
 Senior Consultant MSK Radiologist  
 Tan Tock Seng Hospital , Singapore

Dr. Nazrila Hairiana, Fellowship in MSK Radiology (Australia)  
 Senior Consultant MSK Radiologist  
 Hospital Putrajaya, Malaysia

Dr. Nurul Aida, MMED Radiology (UKM)  
 Senior Consultant MSK Radiologist  
 Kuala Lumpur General Hospital, Malaysia

Other MSK Radiologists who will be confirmed in due time.

## Location:

The course venue is at Hotel Maya Kuala Lumpur which is strategically located a few Mins From Petronas Twin Towers, KL's Main Commercial & Shopping District. Hotel Maya Kuala Lumpur is an Urban Resort that fusions the neighborhood and convenience of being in Kuala Lumpur's most central location with the quiet, passionate extravagance of a harmonious, deluxe resort. A few minutes walking distance from Petronas Twin Towers, Kuala Lumpur's main commercial and shopping district, Hotel Maya Kuala Lumpur is like being away from it all and right in the heart of it all at once.



## Who should attend this Course?

Radiologists who have some or no knowledge of the basics of MSK Ultrasound technique & basic MRI, and who would like to learn how to report on basic MSK MRI with high accuracy and perform screening and/ or diagnostics ultrasound with confidence.

## Course Pre-Requisite:

Basic level – For delegates who have not attended any Basic MSK Ultrasound course and are not performing MSK ultrasound weekly on patients.

Intermediate level - For delegates who have attended a Basic MSK Ultrasound Course and are performing MSK ultrasound weekly on patients.

Advanced level - For delegates who are highly experienced in MSK Ultrasound and would like more specific teaching of different joints.

## Accreditation

This course has been accredited 20 CPD points by National Specialist Register for Malaysian Radiologists. (Event ID: 26116). You can also apply to RCR UK, ESSR diploma and your National accrediting bodies.

## Ultrasound providers:



Online registration & testimonials:  
[www.penangmskrad.com](http://www.penangmskrad.com)

## Guidelines for oral presentations:

1. Submit your abstract (of not more than 250 words) for consideration by the Scientific Committee. Acceptance of your paper will be provided within a week of submission. Deadline 28th February 2024.
2. Please note that presentations are subject to slot availability and hence early submission of abstract is encouraged.
3. All presenters must settle their registration fees before getting official confirmation letter of acceptance.
4. The presentation session will be held during the tea breaks of the Course. You will be informed of the day of your presentation via email two weeks before the Course.
5. Your presentation should be prepared as a single Microsoft PowerPoint file in standard PowerPoint file format (.ppt or .pptx). The file is to be brought in a thumbdrive / other appropriate medium.
6. For additional audio-visual requirements, please liaise with the course secretariat at least 14 days before the Course. Participants may be charged for any additional equipment used.
7. Kindly note that the official language of the Course is English. Please use sufficiently large fonts and clearly legible typefaces for your presentation and avoid cramming too much information into each slide.
8. You must submit your file via thumbdrive to the course secretariat before the first lecture on the first day (0830 hrs). Collect your materials (if relevant) by the end of the first day (1730 hrs).

If you have any enquiries, please email: [globalfuturistic@gmail.com](mailto:globalfuturistic@gmail.com).



# REGISTRATION FEES & PAYMENT

## Course Fees:

### Individual Rates

Course Fees	Super Early Bird Rate (till 31st December 2023)	Early Bird Rate (till 28th February 2024)	Standard Rate (after 28th February 2024)
Payment Method	Wise Bank Transfer / Credit Card	Wise Bank Transfer / Credit Card	Wise Bank Transfer / Credit Card
Overseas delegate	RM 4980	RM 5390	RM 5790
Malaysian delegate	Direct Bank Transfer Only RM 4200	Direct Bank Transfer Only RM 4450	Direct Bank Transfer Only RM 4800

### Group Rates Overseas Delegates

Subsidy (per pax)	
3 pax and above	RM 200

### Group Rates Malaysian Delegates

Subsidy (per pax)	
Group of 3	RM 100

\* No group discounts for super early bird.

## Registration:

Registration for this congress is via online at [www.penangmskrad.com](http://www.penangmskrad.com). Upon submitting the online registration form, kindly send a copy of your details directly to [globalfuturistic@gmail.com](mailto:globalfuturistic@gmail.com) to ensure that we receive your form. You will receive a response within a week on suitability and availability of places at the course. If you do not receive a reply within a week, please email us at [globalfuturistic@gmail.com](mailto:globalfuturistic@gmail.com) to enquire. Kindly refrain from making any payment until receiving a confirmation on acceptance. Malaysians is not by Nationality but Malaysians primarily working in Malaysia.

## Terms for group rate subsidies:

Upon identifying colleagues/friends interested in attending the course, kindly select a group leader to manage correspondence with the congress secretariat. Payment is not made as a group. Kindly note that we will send each group member instructions on how to pay the discounted registration individually.

## Acceptance & Placement:

Once your place at the course has been approved and you have obtained leave from your department, kindly proceed with payment. It is advised that payment be made as soon as possible to secure your place. Please note to apply and secure a place early not to be disappointed as many have been who applied only a month or two before the conference. Please ensure that your passport has validity of 6 months after entry to Malaysia and you are responsible to get visas, vaccinations etc. We recommend Wise transfer by setting up an account in <https://wise.com> and then sending choosing the required amount in MYR and it will show how much currency to be paid in your local currency via your online secure online banking or credit card. For those who cannot use Wise we will send a secure link to your email to make the payment in MYR. For Malaysians payment must be made directly to the account below.

For Bank Transfer, kindly follow the Bank Details below. Please note that the course registration fee is not inclusive of travel and accommodation. Kindly use the hotel booking form available on our website to leverage on special delegate room rates. Booking through the hotel booking form will allow you not to pay anything until arrival and cancellation up to a few days before the conference in case of emergency.

## Payment Details:

Account name : Global Futuristic Management Services  
Bank : Commerce International Merchant Bankers Berhad (CIMB)  
Account number : 8002419615  
Swiftcode : CIBBMYKLXXX  
Bank Address : Commerce International Merchant Bankers Berhad,  
227&228 Jalan Bandar 13,  
Taman Melawati, 53100, Kuala Lumpur, Malaysia.  
Beneficiary Address : 20 Jalan 4, Taman Sri Ukay, Ampang, Selangor 68000, Malaysia.  
Contact number : +6011-73537864

## Payment Proof:

All delegates paying via bank transfer must send us the proof of payment within three days of making payment. Kindly email a copy of the bank slip or proof of transfer to [globalfuturistic@gmail.com](mailto:globalfuturistic@gmail.com) with indication of account name that the transfer was made from. Upon receipt of payment into our account, a notice will be sent to your email along with a confirmation letter and e-receipt within one week to confirm your place in the course.

## Terms & Conditions:

1. A non-refundable policy applies to course fees if notice of cancellation is given 60 days or less before the commencement of the congress. No refund or credit transfer will be given if there is no quarantine restrictions by Malaysia for you if you are fully vaccinated and allowed to dine in and you just decide you don't want to attend. Only if Malaysia restricts your entry a credit transfer will be offered to the next course but no refunds are possible. Please ensure that you have taken Insurance to cover all possible liabilities and losses as no refunds can be offered for any of your advance payments for anything related to the conference.
2. Refund will be offered if cancelled before 60 days only. There is USD 200 (for Malaysian RM500) cancellation fee as its difficult to get replacement a few months before the course.
3. Registration transfers are allowed. No additional fees will be imposed for registration transfers. This includes those holding credit transfers.
4. The course fee is inclusive of morning and evening teas and a buffet lunch.
5. For overseas delegates, the preferred payment method is using Transfer WISE or similar for the registration fee ensuring you pay the charges for the transfer. If WISE is not available we can send a secure email of credit card payment link but there is an additional 2.7% charge for the use of credit card. If both of the above cannot be used, TT transfer going to your local bank and paying your local charges can be done.
6. A confirmation of placement at the course is upon receipt of a confirmation letter and electronic receipt. If you do not receive these documents within the duration of a month, kindly email the secretariat immediately to check on your status.
7. Upon making registration fee payment, kindly email the secretariat with proof of transaction along with indication of account name that the transfer was made from so that the secretariat is able to identify your payment. Failure to do so might cause your payment to be attributed to another delegate instead.
8. Do not make payment until and unless you receive a confirmation from the secretariat to proceed. Payments that go through prior to confirmation will not be refunded. In the event that the congress is postponed due to unforeseen circumstances at the last moment due to Covid related reasons or natural disasters etc the congress will not be liable for losses of airfares or any personal expenses of the delegate. Please take out travel and other insurances as needed. Kindly check visa, vaccination and quarantine rules required for your travel to Malaysia and return to your country. No refund will be given for errors in this area on your part.
9. The event management company (secretariat) is not liable for any losses or injuries sustained before, after, or throughout the duration of the congress. Insurance coverage is encouraged as a safety measure.
10. The secretariat reserves the right to make necessary changes to the programme or named faculty as necessary.
11. In case of FORCE MAJEURE, credit transfer will be given as in 2020 in order to allow the company to keep paying its staff and office rentals to run future courses.

# MEETING INFORMATION

## COURSE VENUE

Hotel Maya Kuala Lumpur,  
Address: 138 Jalan Ampang, Kuala Lumpur 50450 Malaysia  
Tel No: +603 2711 8866 /+6012 998 3798  
Website: [www.hotelmaya.com.my](http://www.hotelmaya.com.my)

## SECRETARIAT

Global Futuristic Management Services  
Company Address: Level 41, Vista Tower, The Intermark, 348 Jalan Tun Razak, 50400 Kuala Lumpur, Malaysia.  
Tel No: +6011-73537864  
Email: [globalfuturistic@gmail.com](mailto:globalfuturistic@gmail.com)  
Website: [www.penangmskrad.com](http://www.penangmskrad.com)

## REGISTRATION

Registration is on 15th May 2024 from 7.30am-8.00am. All course delegates are required to register at the registration desk located outside the congress hall to collect your name badge and congress materials. Please note that no replacements will be made for name badges and congress materials and delegates are liable for any losses.

## COURSE LUNCH

The course lunch is Halal and is complimentary for all course delegates. To be entitled to the lunch, delegates must wear their course badge at all times. Buffet lunches will be served at the Coffee House located at the Main Hotel Lobby. Delegates who prefer the vegetarian option and have identified this preference prior to the course will advised later.

## INTERNET ACCESS

Free wireless internet access is available in the course hall and surrounding areas.

## MOBILE PHONES

Delegates are requested to put their mobile phones on silent mode during sessions inside lecture halls and workshops.

## DRESS CODE

The dress code for the meeting is semi-formal. Delegates are advised to bring along a light jacket as the venue is air-conditioned.

## LOST & FOUND

Please take care of all your belongings. The organisers and secretariat will not be held liable in cases of loss, theft or damage to personal belongings. Any found items may be brought to the hotel lobby or kept by the secretariat.

## PARKING

Parking is complimentary for hotel guests.

## CURRENCY EXCHANGE RATES

The currency exchange rate is currently 1 US dollar = RM4.6 approximately.

## SAFETY

Kuala Lumpur is a safe city. Usual caution should however be exercised.

# CONGRESS HOTEL ACCOMMODATION BOOKING FORM



**Contact: Ms Tengku Maziatul Shima / Ms. Nurul**  
Tel. (+603) 2711 8866 Mobile. (+6011 2128 9694)

E-mail : [tengku.shima@hotelmaya.com.my](mailto:tengku.shima@hotelmaya.com.my) / [sales.coordinator@hotelmaya.com.my](mailto:sales.coordinator@hotelmaya.com.my)

Please complete this form in CAPITAL letters and send it by fax or email to the Reservation Department  
**HOTEL MAYA KUALA LUMPUR, 138 Jalan Ampang 50450 Kuala Lumpur, Malaysia**

Please use one form per conference participant  
Organised: **GLOBAL FUTURISTIC MANAGEMENT SERVICES**  
**12<sup>th</sup> – 23<sup>rd</sup> May 2024**  
**HOTEL ROOM BOOKING FORM:**

FAMILY NAME :	FIRST NAME :	SALUTATION :
<b>Please indicate the name of the person sharing the room:</b>		
NO. OF ADULT/S (INCLUDING YOURSELF):	CHILDREN :	
COMPANY :		
ADDRESS :		
CITY :	POST CODE :	
COUNTRY :	E-MAIL :	
PHONE :	FAX :	

### BOOKING INFORMATION

Check-in Date :	Check-out Date :
No. of night/s :	
Flight Number / ETA :	Flight Number / ETD:
<b>SINGLE @ 1 BREAKFAST</b>	<b>SHARING @ 2 BREAKFAST</b>
Heritage Room at MYR296.80nett per room per night	Heritage Room at MYR318.00nett per room per night
Premier Room at MYR360.40nett per room per night	Premier Room at MYR381.60nett per room per night

*\* All rates as above are inclusive of 6% Service Tax. Any changes of tax act by the local authorities will be levied to the Client directly.*

### Airport Transfer Charges as below:

Destination	Innova 4 people 4 luggage 27"	Toyota Camry 3 people 3 Luggage 27"	Toyota Hiace 7 people 7 Luggage 27"	Toyota Alphard 3 people 4 Luggage 27"
KLIA > Hotel	RM 190.00+	RM 245.00+	RM 250.00+	RM 420.00+
Hotel > KLIA	RM 190.00+	RM 245.00+	RM 250.00+	RM 420.00+
Subang Airport > Hotel	RM 160.00+	RM 220.00+	RM 210.00+	RM 350.00+
Hotel > Subang Airport	RM 160.00+	RM 220.00+	RM 210.00+	RM 350.00+

\* All rates are subject to 6% Service Tax. Any changes of tax act by the local authorities will be levied to the Client directly.

\* 50% surcharged from 11.30pm to 6am

\* Child/baby/booster seat available upon request and chargeable at RM42.40 nett per unit, subject to availability

\* WIFI is provided at all the transport

**Additional breakfast at RM 58.00nett Adult / RM 29.00nett Child (5 -12 years old) per person per day**

**Laundry, dry-cleaning and pressing services exclude from the contract rates**

Extra bed only at RM 70.00nett daily (Not applicable for Heritage Rooms twin bedded)

Extra bed with breakfast at RM 100.00nett daily (Not applicable for Heritage Rooms twin bedded)



**PAYMENT**

\*\*\*

I authorise the Hotel as guaranteed of my VISA/MasterCard/ Amex (delete as appropriate) of one night room and airport transfer (if any) charges in the event of no show or last- minute cancellation (07 days before arrival)

Card Number :	Expiry Date :
IC Number / Passport No:	Name of Card Holder :

For telegraphic transfer, the bank details are as follows: -

**Account Name** : SDB Properties Sdn Bhd  
**Bank** : Public Bank Berhad  
**Bank Address** : Menara Public Bank  
 146 Jalan Ampang  
 50450 Kuala Lumpur  
 Malaysia  
**Account No.** : 3 – 1039 352 – 18  
**Swift Code** : PBBEMYKL

\*\*\*A copy of the bank transaction must be forwarded via email as above for our file reference and verification purposes\*\*\*

**TERMS AND CONDITIONS**

In the event of no show or last minute cancellation (07 days before arrival), one room night will be levied.  
**Pre and post (03 days prior to the event & 03 days after the event)** accommodation rate is offered at the same rate and are subjected to the availability of the rooms. **(Cut-off date of Accommodation by 14<sup>th</sup> April 2024)**  
 Check in time after: 3.00pm / Check out time at: 12.00noon  
 An additional of 50% room rate will be applicable for late checkout (i.e.12.00noon.to 6.00pm) and are subjected to availability.  
 Checkout after 6.00pm will be subjected to full day rate.  
 All rates quoted are in Malaysian Ringgit inclusive of 6% SST  
 Please be informed that, with effect from 1 September 2017, the Malaysian federal government will be imposing a Tourism Tax of RM10.00 per room per night on non-Malaysians (Subject to government announcement)  
 Room rates quoted above are for single or double occupancy & inclusive of daily buffet breakfast.  
 Taxes and Service Charge – The hotel reserves the right to adjust agreed within the contract period in the event of tax alterations by the Government and service charge amendments.

**By signing, you confirm that you have read and accept the ‘Terms and Conditions’**

Card Holder Signature :	Date :
Confirm By (Office Use) :	Confirmation Number :





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