



## FAQS FOR BICAM ADR SUMMIT

### Date, Time, Venue & Format

**1. When is the BICAM ADR SUMMIT jointly organised by BICAM, Legal Plus and L2 i-CON?**

It is held on the **26-27 September 2024**.

**2. Where is the Conference venue?**

Le Méridien Kota Kinabalu, Sabah, Malaysia.

Address:

Sinsuran, Jln Tun Fuad Stephens, 88000 Kota Kinabalu

Google Map:

<https://maps.app.goo.gl/3Bc1NYjVfnPkBodG6>

**3. Is the Conference a physical event?**

The Conference will be conducted in entirely **physical (in-person)** format.

## Registration

### 4. How do I register for the Conference?

#### **Online Registration:**

Visit <https://www.l2icon.org/event/bicam-adr-summit-eastern-horizons-tomorrows-frontier/>

#### **Email Registration:**

Email to us at [reg@L2icon.org](mailto:reg@L2icon.org) with the following details:

- ✓ *Participant's Name*
- ✓ *Email Address*
- ✓ *Mobile/WhatsApp*
- ✓ *Company/Organisation*
- ✓ *Position*
- ✓ *Registration Category – Physical Pass*

**!!!** Gentle reminder to check your SPAM/Junk Mailbox for your registration confirmation.

### 5. How do I make a group registration for my team?

We can assist your group registration via Email. Please email to us at [reg@L2icon.org](mailto:reg@L2icon.org) with the following details:

- ✓ *Number of participants you wish to register*
- ✓ *Billing details for invoicing (company name, address, contact person and email address)*
- ✓ *Provide the participant details below:*
  - *Participant's Name*
  - *Email Address*
  - *Mobile/WhatsApp*
  - *Company/Organisation*
  - *Position*
  - *Registration Category – Physical Pass*

## Registration and Payment

### 6. How much is the registration fee?

Types of Passes (per pax)	Normal Registration	Member of Sabah Law Society (SLS) (10% discount)
<b>Physical Pass</b> <ul style="list-style-type: none"><li>- 1 physical access for registered participant to the BICAM ADR Summit on 26-27 September in Le Meridien KK.</li><li>- Lunch</li><li>- Coffee Break</li><li>- E-Certificate of Attendance</li><li>- Conference Bag</li></ul>	RM 899.00	RM 809.10

#### Note:

1. Member of SLS: Kindly contact SLS Secretariat or BICAM to obtain the 10% discount's promo code.

### 7. How do I pay for the registration fee?

- For Online Registration at <https://www.l2icon.org/event/bicam-adr-summit-eastern-horizons-tomorrows-frontier/> we accept:
  - ✓ Online Banking via iPay88/FPX
  - ✓ e-Wallet via iPay88 (Touch 'n Go eWallet, ShopeePay, Boost, etc.)
  - ✓ Credit Card (Mastercard and Visa)
- For Email Registration at [reg@L2icon.org](mailto:reg@L2icon.org), we accept:
  - ✓ Manual Bank Transfer
  - ✓ *DuitNow* (including MAE, GrabPay, Touch 'n Go eWallet, etc.)

## 8. What is your bank account details?

Our bank account details are as follows:

Name of the Bank : Maybank  
Account Number : 5640 7062 2827  
Account Holder : L2 ICON SDN BHD  
Swift Code : MBBEMYKL

Our DuitNow QR Code is as follows:



### **!!! Note:**

- a) Your registration confirmation is subject to our receipt of clear fund of your payment in our bank account.
- b) Any bank charges and transfer fees shall be paid by the participants.

## 9. Do you issue invoice or receipt?

Yes, official invoice and receipt will be issued upon your request. Please email us at [reg@L2icon.org](mailto:reg@L2icon.org).

### Certificate of Attendance and CPD Points

## 10. Do I get a Certificate of Attendance?

E-Certificate of Attendance will only be issued (within 2 weeks from the Conference) to participant that

attended the Conference.

The e-Certificate of Attendance is free of charge whilst the printed copy of the Certificate of Attendance is subject to a fee of RM20.00 (inclusive of postage cost within Malaysia). If you require a printed copy of the Certificate of Attendance, please submit your request to us within 2 weeks from the Conference via email at [reg@L2icon.org](mailto:reg@L2icon.org), together with your proof of payment of RM20.00.

*Note: We reserve our discretion to modify and revise the conditions stated above at any time without notification. We also reserve the absolute discretion to refuse to issue the participant the Certificate of Attendance on whatsoever reasons.*

#### **11. Am I entitled to any CCD/CPD points for attending this Conference?**

Please check out our LinkedIn page at <https://www.linkedin.com/company/L2iCON/> for further updates.

#### *Miscellaneous*

#### **12. Is this Conference HRDC Claimable?**

We are in the midst of Application. Kindly contact us at [reg@L2icon.org](mailto:reg@L2icon.org) for questions and please check out our LinkedIn page at <https://www.linkedin.com/company/L2iCON/> for further updates.

#### **13. How do I “attend” the Conference?**

The Conference will be held in **Physical** format:

- ✓ Participant with **physical pass** may attend the Conference in-person.

#### **14. I have registered for physical pass, when will I receive the e-ticket?**

Participant who has registered for **physical pass** will receive one(1) e-ticket in your name upon registration. This e-ticket will be emailed to the email address you registered with us, so please double check and ensure that your email address is correct at the time of registration. No sharing of e-ticket is allowed.

**!!!** Gentle reminder to check your SPAM/Junk Mailbox for your e-ticket.

**15. I am staying outside KK, Sabah, is accommodation covered in the Conference's registration fee?**

Participants have to make his/her own arrangements for accommodation. The Conference's registration fee does not include accommodation costs.

**16. If I am not able to attend the Conference, may I request for a refund or transfer my registration to another person?**

We do not accept any request for refund, however you may make a request to transfer your registration to other user (not later than 3 working days before the Conference) by sending us an email to [reg@L2icon.org](mailto:reg@L2icon.org). We will then facilitate the registration of your replacement nominee.

**17. Will I be receiving the full recording of the Conference in case if I couldn't attend it?**

This is a live Conference, no recording will be shared with the participants.

**18. Will I receive the presentation slides?**

Presentation slides (subject to speakers' consent) will only be provided after you have attended the Conference and completed our post-event evaluation form.

**19. I have further enquiries about the Conference, how do I contact the Organiser?**

Please contact us at [reg@L2icon.org](mailto:reg@L2icon.org).

**THANK YOU**