



**IPA**

INSTITUTE OF  
**PUBLIC**  
ACCOUNTANTS®



# 2018 CHINA DELEGATION 10 – 15 JUNE



The background image is a scenic view of a traditional Chinese landscape. In the foreground, a large, lush green tree stands on the left. To the right, a traditional Chinese pavilion with a multi-tiered, dark tiled roof and red pillars is situated on a stone platform overlooking a body of water. The pavilion has ornate railings. In the background, a large, forested hill rises, with another smaller pavilion visible on its peak. The sky is clear and blue.

## ABOUT THE EVENT

Led by Institute of Public Accountants' (IPA) CEO Andrew Conway and co-led by IPA President Damien Moore, the delegation will provide an introduction to commercial opportunities following the historic China Australia Free Trade Agreement (ChAFTA) that came into force in December 2015.

The education program will feature three days of seminars and site visits, providing delegates with the opportunity to become familiar with Chinese markets, identify potential business partners and to network with industry peers.





### PACKAGE COST

Members: \$4,200 AUD

Non-members: \$4,600 AUD

GST exempt.

### PACKAGE INCLUSIONS

- 3 days training and site visits
- 2 sightseeing tours
- 5 nights' accommodation at Radisson Blu Hotel Shanghai New World
- 5 breakfasts
- 5 lunches
- 1 banquet dinner
- 1 cocktail function
- 1 farewell dinner
- Transportation whilst in Shanghai including a high speed train to Hangzhou

### DELEGATES TO COVER

Delegates are required to organise and pay for their flights, visas, meals and activities not indicated in the Program.

### DELEGATION SIZE

This event is capped at a maximum of 20 - 30 participants.

Registration will be taken on a first-in-first served basis. Once maximum numbers have been reached a waitlist will be taken. In case of overbooking, a selection will be made according to the date of the receipt of the application. Therefore it is recommended that delegates do not make any flight bookings until confirmation is received from the IPA. In order to ensure fairness we will not be placing any spots on hold.

## ACCOMMODATION

### Radisson Blu Hotel Shanghai New World

88 Nanjing Road  
Shanghai 200003, China  
t + 86 2163599999

[Website](#)

Situated near the culture and commerce of People's Square, the Radisson Blu Hotel Shanghai New World welcomes you with a blend of modern style and distinctive architecture highlighted by our impressive 208-meter tower, which accentuates the city skyline. Just outside the hotel, Nanjing Road offers some of the area's most popular shopping, and attractions like the Bund and Yu Garden are less than 10 minutes from our location.

The package includes five nights' accommodation in a Superior Room (Check in Sunday 10th and check out Friday 15th June). Additional nights can be purchased at delegates own expense (\$270 AUD per night) via the registration form.

## FLIGHTS

Delegates are responsible for their own flights and should book their trip so that they arrive in **Shanghai on Sunday 10 June** and **depart Friday 15 June** (unless extending their stay).

Delegates must send the IPA a copy of their flight itinerary so that airport transfers can be arranged.

### Book Your Own Flights

Delegates can organise their own flight bookings through their preferred provider or online.

### Travel Agent

Flight Centre is the approved travel agent of the IPA. Competitive [pricing](#) has been secured for delegates. Connecting domestic flights can also be arranged via Flight Centre.

After receiving confirmation of registration, delegates can contact Jennifer Day directly to organise their flights. Flight Centre can also assist with travel insurance.

### Jennifer Day

Flight Centre Travel Manager  
t 03 9049 9300  
e [jennifer.day@flightcentre.com.au](mailto:jennifer.day@flightcentre.com.au)  
Travel Agents License Number: 02364095

## SHANGHAI AIRPORT TRANSFERS

The IPA will run airport transfers on the 10<sup>th</sup> and 15<sup>th</sup> June.

### Pick up

The IPA will organise pick-up from 8am to 8pm on Sunday 10 June 2018 from Shanghai Airport. If you request a transfer outside of this time period you will need to advise the IPA, as additional charges may apply.

Delegates arriving before the 10th June will need to make their own arrangements.

### Drop off

After the Hangzhou tour, delegates will be escorted to the Shanghai Airport for their flight home. For delegates flying out later in the night, a separate bus will bring them directly back to the hotel and take them out later in the evening (a time will be specified once we have all delegates' flight details).

Delegates who are extending their trip after the 15th June will need to make their own arrangements.

## VISAS

A visa is required for all travelers to China. Delegates should ensure that they obtain a Business visa for the purpose of this visit. Please allow sufficient time for processing of your visa application (e.g. allow a minimum of two to four weeks to gather all documents, application and processing). Delegates must arrange their visa before their arrival in China. It is very difficult to obtain a visa at Chinese border entry points.

Chinese authorities strictly enforce penalties for entry and exit visa violations. Delegates should therefore ensure they depart China before their visa expiry date.

It is the delegate's sole responsibility to organise their visa. The IPA will not be held liable for any costs should a delegate's visa be declined and any refunding of fees will be at the sole discretion of the IPA.

IPA suggests using Flight Centre's [VisasDirect](#) service. VisasDirect obtains travel visas by submitting a completed travel visa application, and other required documents, to embassies or consulates on your behalf. This eliminates the need for you to visit, communicate, and correspond directly with the embassy or consulate. If you have questions, VisasDirect travel visa and passport experts are available by email [info@visasdirect.com.au](mailto:info@visasdirect.com.au) or call 1300 660 992. Alternatively delegates can contact the [Embassy of the People's Republic of China](#) in Australia for detailed information on how to apply for a visa themselves.



## LETTERS OF INVITATION

Upon receipt of registration and payment, the IPA will provide a confirmation notice within 1 to 2 business days with a receipt and a separate email including a formal Letter of Invitation for Visa Purposes. Please allow 1-2 business days to receive this information.





## TRAVEL INSURANCE

IPA requires delegates take out insurance to cover loss (including registration fees) incurred in case of cancellation, medical expenses, delays and damage to or loss of personal effects.

Flight Centre can organise travel insurance for delegates leaving from Australia, below is a price guide. Final prices are subject to differences in travel dates and age.

Covermore Travel Insurance

- \$177 per person, aged under 55 Years
- Travel dates 9 Jun - 16 Jun
- Includes:
  - \$100 excess
  - \$5,500 cancellation cover
  - \$Unlimited overseas medical\*
  - \$15,000 luggage
  - \$10,000 rental car excess
  - Medical advice line
  - 24hr emergency assistance
  - Global travel SIM

## WEATHER

June is the beginning of summer season. The summer rains begin, with occasional thunderstorms. Temperatures range from 21 to 28°C on average.

## DRESS CODE

### **Sunday 10 June**

Neat casual with comfortable footwear

### **Monday 11 June**

Neat casual with comfortable footwear

### **Tuesday 12 June**

Business attire

### **Wednesday 13 June**

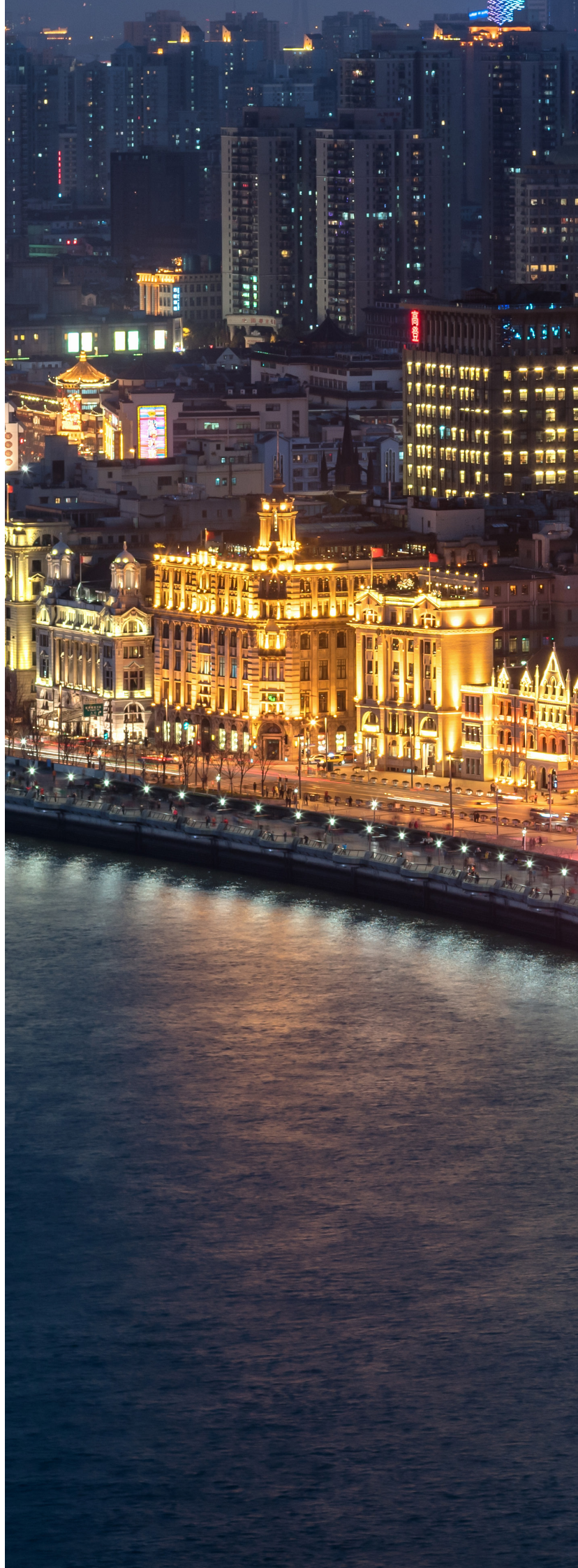
Business attire

### **Thursday 14 June**

Business attire

### **Friday 15 June**

Neat casual with comfortable footwear









## AGENDA

Please note the below is to provide an information guide and is subject to change. More details will become available in the coming weeks.

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### DAY 1

**Sunday 10 June**

Delegates depart for Shanghai on Saturday night / Sunday morning. Upon arrival at Shanghai airport you will be transferred to your hotel (please refer to information on Airport Transfers).

For those delegates who have already arrived, in the late afternoon IPA will escort delegates for a short 1.5 to 2 hour walk to the Bund, one of the most famous scenic sites in Shanghai.

**Meals:** At own expense

**Accommodation:** Radisson Blu Hotel Shanghai New World

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### DAY 2

**Monday 11 June**

The morning will see the delegation visiting Zhouzhuang, one of the most famous water townships in China, situated in Kunshan City in Jiangsu Province, about 90km from Shanghai. It is noted for its profound cultural background, the well-preserved ancient residential houses, the elegant water views and the local traditions and customs. In an area of 124 acres (half a square kilometer), 60 percent of the existing structures were built here during the Ming and Qing Dynasties, which is from 1368 to 1911. Taking the most convenient form of transport here, a gondola, we will admire some of the breathtaking sights one by one.

**Meals:** Breakfast at hotel, lunch, dinner

**Accommodation:** Radisson Blu Hotel Shanghai New World

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### DAY 3

**Tuesday 12 June**

In the morning, an expert will offer a general introduction to business in China along with common cultural practices and etiquette. This will be followed by a presentation on the China-Australia Free Trade Agreement (ChAFTA).

In the afternoon we will visit a director of an accounting firm, who will discuss the local market, talk through their business operations and how they hope to expand their business with foreign partnerships.

In the evening, delegates will have the chance to meet with local IPA and IFA members at a specially arranged welcome cocktail reception.

**CPD Hours: 8**

**Meals:** Breakfast at hotel, lunch, cocktail canapes

**Accommodation:** Radisson Blu Hotel Shanghai New World

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### DAY 4

**Wednesday 13 June**

In the morning, delegates will be provided with an introduction to Chinese regulations, taxation and legal requirements for foreign companies.

This will be followed by a site inspection to meet with some of Shanghai's senior business professionals, who will provide an introduction to local business structures and provide some experience on cross continental business.

In the evening, enjoy some leisure time.

**CPD Hours: 8**

**Meals:** Breakfast at hotel, lunch

**Accommodation:** Radisson Blu Hotel Shanghai New World

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**DAY 5****Thursday 14 June**

Delegates will conduct a site visit at a famous e-commerce platform to sense business trends in China and opportunities for Australian accounting firms/enterprises.

A session will follow provided by a financial services company to introduce Chinese investment trends and what they are looking for with Australian businesses.

In the evening, delegates will celebrate the last night of the program with a traditional Chinese banquet dinner.

**CPD Hours: 8**

**Meals:** Breakfast at hotel, lunch, dinner

**Accommodation:** Radisson Blu Hotel Shanghai New World

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**DAY 6****Friday 15 June**

Delegates will leave the hotel in the morning to have a day tour in Hangzhou, which is the capital of Zhejiang Province and the local political, economic and cultural centre and also one of China's most popular travel destinations all year round.

Lingyin Temple to start your one-day private Hangzhou tour there. This hillside temple is enveloped by dense trees, thick mist, and the sound of birds. As a famous Buddhist temple built in 326, it enshrines many Buddhist relics, such as Diamond Sutra and gilded Buddha statues.

After that, follow the guide to Meijiawu Tea Village. It is one of the main production bases of Longjing green tea. Surrounded by hills, the village is filled with lush tea trees, whose fragrance will refresh your mind. In the afternoon, we will have a boat tour to the beautiful West Lake, where you can enjoy the charming lake, embankments, pavilions, and pagodas. Then, continue your tour to the Flower Harbor to view shoals of decorative carp and peony flowers in cluster.

At the conclusion of the tour, delegates will be escorted to Shanghai Airport. For those flying out later in the evening they will be taken back to the hotel

**Meals:** Breakfast at hotel

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CHINA DELEGATION 2018  
REGISTRATION FORM AND TAX INVOICE

Sunday 10 to Friday 15 June, Shanghai, China

ABN 81 004 130 643

REGISTRATION DETAILS

IPA member ID \_\_\_\_\_ Postnom ☐ AIPA ☐ MIPA ☐ FIPA ☐ Non Member

☐ Mr ☐ Mrs ☐ Miss ☐ Ms ☐ Other, please state \_\_\_\_\_ Gender ☐ Female ☐ Male

First Name (exactly as appears on passport) \_\_\_\_\_

Surname (exactly as appears on passport) \_\_\_\_\_

Position \_\_\_\_\_

Organisation \_\_\_\_\_

Passport Number \_\_\_\_\_ Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_

Nationality \_\_\_\_\_

Postal Address \_\_\_\_\_ ☐ Work ☐ Home

Suburb/Town/City \_\_\_\_\_ State \_\_\_\_\_ Postcode \_\_\_\_\_

Australian Phone Number \_\_\_\_\_

Mobile Number while in China \_\_\_\_\_

Email \_\_\_\_\_

Next of Kin contact name and phone number \_\_\_\_\_

Languages Spoken \_\_\_\_\_

Special Requirements (disability, dietary or otherwise) \_\_\_\_\_

Additional Information for IPA (e.g. airport transfer requirements, extended stays)

☐ I hereby declare that I have read and understood the event terms and conditions.

ACCOMMODATION

☐ I require the standard package inclusion of five nights' accommodation. Check in 10/6/18 and check out 15/6/18

☐ I require additional accommodation (at \$270 AUD per night). I need an additional \_\_\_\_\_ nights' accommodation.

Check in: \_\_\_\_\_ and Check out: \_\_\_\_\_

TRAVEL

☐ I will contact Flight Centre to book my flights.

☐ I will book my own flights.







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Hobart | Perth | Kuala Lumpur | Beijing | London

For enquiries within Australia call 1800 625 625.  
International enquiries can be directed to IPA Head Office.

Digital Hub: [pubacct.org.au](http://pubacct.org.au)

