



IFMA's Guided Tour: Crown Worldwide Facilities in Shatin

Friday, August 30, 2013 (14:30 - 16:30)

Assembly Location: City One MTR Station, Exit D ([map](#))

CPD: 2 hours

*The CPD certificate shall be sent to your registered EMAIL ADDRESS on or before Sep 30, 2013. No printed copy will be distributed during the event.

Language: English

Admission Fee:

- ◆ IFMA HK Chapter Members/ Sponsors: **Free admission**
- ◆ Supporting organizations: HK\$50
- ◆ Non-members: HK\$100

Payment Methods:

1. Please issue cheque payable to "International Facility Management Association Hong Kong Chapter" and mail the cheque to Rm 1301 & 03, 13/F, Leighton Centre, 77 Leighton Road, Causeway Bay, HK. **OR**
2. Deposit the fee to Hang Seng Bank (A/C No: 222 - 005340 - 001) and sent the bank-in slip to registration@ifma.org.hk or fax to (852) 2512 0555.

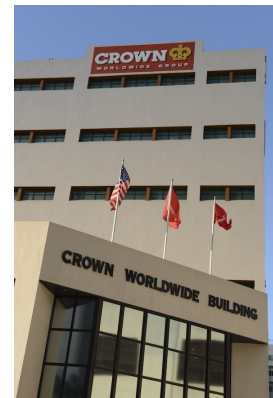
Terms & Conditions:

1. Unless specifically identified as included in the admission charge, all costs for transportation, food and other incidental costs will be at the participant's expense.
2. The organizing parties accept no liability for any eventuality that may occur to affect travel itineraries before, after or during the event, or for any incident or accident, should any occur.
3. If typhoon signal no. 8 or above or the black rainstorm warning signal will be hoisted 4 hours before the event starts, the event would be cancelled or postponed. Participants will be informed of the cancellation or the re-scheduled date of event in due course. The IFMA Hong Kong Chapter reserves its right to cancel or to change the speakers without prior notice.
4. Cancellations must be made at least 3 business days prior to the event. Otherwise, full price (HK\$100) will be charged for your late cancellation. If you are unable to attend, we welcome a delegate to attend on your behalf. Refunds will not be given for no-shows after the event.

About Crown Worldwide Group:

Crown is a global company with its headquarters in Hong Kong and offices in over 265 locations in almost 60 countries. During the tour the participants will be able to visit facilities of Relocations, Logistics divisions and Records Management.

- **Crown Relocations** provides destination services, moving and administrative services to assist individuals and families relocating internationally or domestically.
- **Crown Logistics** adds value to supply chains in sectors such as high-end retailers or hotels. Currently, Crown Logistics is managing over 120,000 pieces which, equivalent to over 20,000 SKUs per day within Hong Kong.
- **Crown Records Management** takes care of maximizing value from corporate memory through the storage, active management, smart and timely distribution of information assets across the enterprise. It occupies 1st floor of the Shatin Crown Worldwide Building, with a gross area of 24,167 sq.ft and can accommodate around 50,000 cartons.



Programme:

There will be a short presentation about the company's operation and services, followed by visits to the warehouses of the various divisions. Before the visits in each warehouse, the participants will be given an introduction of each division, presenting its unique facilities, storage solutions and state of art technology enabling Crown to efficiently manage clients' goods and assets.



Registration & Enquiry:

1. Please complete [online registration form](#). Settle the registration fee by Cheque/ ATM. No registration form will be processed without payment.
2. Successful applicants will be notified by email on or before **August 23, 2013**.
3. Visitors' name and their company names will be submitted to Crown Relocations for security registration prior to the event.

For enquiry, please call (852) 2512 0111 or e-mail registration@ifma.org.hk

Supporting Organizations:



Corporate Sponsors

