Dear Colleague,

This email provides further information on the Early-Career Presentation Award, lodging, and registration for the 8th COAA ICOACC meeting.

1. Participants who are interested in competing for the Early-Career Presentation Award can go to the following webpage to sign up by filling out a simple form online：<http://www.coaaweb.org/COAA2019/presentationAward.html>. The webpage also contains information on how to prepare and deliver an award-winning presentation.
2. The local organizer has reserved a limited number of rooms at the [Nanjing Jinling New Town Hotel](https://www.booking.com/hotel/cn/jinling-xincheng-nanjing.html) located at 488 Dachang Yuan West Road, Luhe District, Nanjing; telephone: 400-699-8818. Given that summer is a peak season for travel, participants are strongly encouraged to contact the local organizer as early as possible to reserve a room. Students who need to share a room with others in this hotel please also contact the local organizer. Please return the attached form by 5 pm on June 17 (Beijing Time) to the local organizer at coaa2019@nuist.edu.cn and cc to coaa2019@coaaweb.org。
3. To adapt to the requirement on hotel reservation, Early-bird registration deadline has been set to June 15, 2019. After this deadline, online registration will still be available, but registration fee will be increased to the same as the on-site registration fee.
4. Due to differences in financial systems between different countries, we strongly urge domestic participants to pay registration fee online prior to the meeting. COAA will provide receipt for payment. Online registration and payment are available at <http://www.coaaweb.org/COAA2019/registrationOn.html>
5. For on-site payment, cash is preferred. Credit card payment is very difficult to process if at all possible.

Thank you and will see you all soon in Nanjing!

COAA 8th ICAOCC Organizing Committee

NUIST Local Organizing Committee

尊敬的同事：

本电子邮件提供关于第8届COAA ICOACC会议早期职业报告奖、住宿和注册的更多信息。

1.有兴趣参加“早期职业报告奖”竞赛的参会者可登陆以下网页在线填写申请表：<http://www.coaaweb.org/COAA2019/presentationAward.html>。表格填写非常简单。该网页还包含获奖报告评审条件的信息。

2.当地组织者在南京市六合区大厂园西路488号南京金陵新城饭店预订了有限数量的房间，酒店电话：400-6998818。鉴于夏季是旅游旺季，特鼓励参会者尽早与当地组织者联系，预定房间。需要在本酒店与其他人共享房间的学生也请联系当地组织者。请于6月17日17时前，将会议回执反馈到指定邮箱：coaa2019@nuist.edu.cn，并抄送coaa2019@coaaweb.org。

3.为适应当地对酒店预订的要求，早鸟登记截止日期改为2019年6月15日。在这一期限之后，在线注册将一直持续到开会日期，但注册费将与现场注册费相同。

4. 鉴于中美财务体制的不同，我们强烈敦促国内参会人员采取必要的努力提前在线交注册费， COAA提供注册费收据。交费网站地址: <http://www.coaaweb.org/COAA2019/registrationOn.html>

5. 如果不能提前在线交注册费，现场交费以交现金为第一优先，刷卡次之。

谢谢大家，希望很快在南京见到你们！

COAA第8届ICAOCC筹备委员会

南信大会议筹委会

第8届COAA ICOACC会议回执

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 姓 名 | 性别 | 单 位 | 职称/职务 | 联系电话 | 抵达南京时间（航班/火车车次） | 离开南京时间（航班/火车车次） | 是否住宿 | 备注 |
|  |  |  |  |  |  |  | 是 | 单间（大床房） □ 标间（双床房） □ |  |
| 否 |  □ |
| **现场刷卡交注册费发票信息** |
| 发票单位 |  | 纳税人识别证号 |  | 一般情况下开具“普票”；如需开具“专票”，请提前注明，并提供详细的开票信息。 |
| 姓名 |  | Email 地址 |  |

**注： 1．请务必于6月17日17时前，将会议回执发送指定邮箱：****coaa2019@nuist.edu.cn；并抄送coaa2019@coaaweb.org.**

**2．国内火车票可提前28天预订；**

**3.为便于统筹管理，目前预留的是金陵新城饭店（南京市六合区大厂园西路488号）的房间，如您确实需要住怡莱酒店，请您在备注中说明，我们会根据会议参会回执反馈情况，与怡莱酒店洽谈住宿事宜；**

**4.怡莱酒店目前仅提供早餐服务。**