



Important Note For Winner of “The 17th. Asia Pacific International Honesty Enterprise - Keris Award 2019”

1. Programme (15th June 2019, Saturday)

1:30pm to 4:00pm - Winners Registration and Media Interview
4:00pm to 10:00pm - Award Presentation Ceremony

Venue : Berjaya Times Square Hotel & Convention Centre, Kuala Lumpur, Malaysia.

2. Winners Registration and Media Interview (Compulsory and Exclusive for Award Winners)

Winners Registration and light refreshment start from 1:30 pm. **The Winner registration counter will be closed by 2:00pm.** Sash, Award Pin, corsage and awarding protocol will be given. A Rehearsal will be carried out.

Please do not forget to bring along your call cards (for meeting VVIPs and Winners).

3. Award Presentation Ceremony (for Winners and Guest)

Please remind your guest to **bring along the invitation card and be punctual (4pm)**. The registration counter will be closed by **4:45pm**. Seating arrangement is according to the table number stated on the card. **Please depart early to avoid heavy traffic jam in the evening.**

4. Dress Code

Please be reminded that the dressing code for winners and guest is **Tuxedo/ Black Tie/ Evening Dress/ Formal Attire**.

5. Dinner

Cordial punch is available from 4pm to 5pm at Foyer of the Ballroom. There are exhibition booths not to be missed too. Chinese set “halal” **dinner is served about 7:00pm**. after the Award Presentation Ceremony.

6. Winners Group Photo

Please be reminded that Winners Group Photo session will be **immediately after the Opening Ceremony**, you may not want to miss this session.

7. Booth

You can install your exhibition booth (if applied earlier) from **11:00am-1:00pm on 15 June 2019 (Saturday)**.

8. Hotel Check-In

If you made the hotel booking through us, please proceed directly to hotel counter, checking in using the reservation code we sent to you.

Security deposit is required by the Hote. You may want to contact Hotel Officer, **Ms. June, Tel : +603-2117 8276, H/P : +6012-655 5845** if you need any clarification or help.

9. Ready to Assist

Should you have any inquiry, please do not hesitate to contact us :-

Admin Manager, Ms. Michelle +6 012-370 8863
PR Manager, Ms. Katniss +6 016-697 5675

We are ready to assist you at the hotel from 14/6/2019 (Friday) 3pm until 16/6/2019 (Sunday) 10am.

From The Organising Committee