

WGC2025

Individual Registration Manual

18th April 2024



Individual Registration



1

Enter [WGC2025 Official Website](#)

2

Click on "Individual Registration"



Individual Registration

WGC2025 BEIJING

WGC2025 BEIJING 19-23 MAY

← Back to Homepage

Steps for Registration

- Every participant needs to create an account before submission or registration
- For International participants, please click on **New User Registration** if it's your first time registering.
- You may log in if you already have created an account.
- Log in and start conference registration or abstract submission.

| Registration Type | Early Bird Fee (Incl. Tax) | Standard Fee (Incl. Tax) | Onsite Fee (Incl. Tax) |
|---------------------|----------------------------|--------------------------|--------------------------|
| | 18 Apr 2024-31 Jan 2025 | 1 Feb 2025 -18 May 2025 | 19 May 2025 -23 May 2025 |
| Delegate | US\$4,250.00 | US\$4,800.00 | US\$5,300.00 |
| Accompanying Person | US\$1,090.00 | | |

Registration Enquiries

Should you encounter any difficulties during the registration process, please direct your inquiries to the designated email address: registration@wgc2025.com

Official Contact Emails

Abstract Enquiries: abstract@wgc2025.com
Exhibition Enquiries: exhibition@wgc2025.com
Sponsorship Enquiries: sponsorship@wgc2025.com
Registration Enquiries: registration@wgc2025.com
Media Cooperation Enquiries: marketing@wgc2025.com
Information Enquiries: info@wgc2025.com

Registration

Log in with password

Please enter email

Please enter password

Remember account [Forget password?](#)

Log In

New User Registration

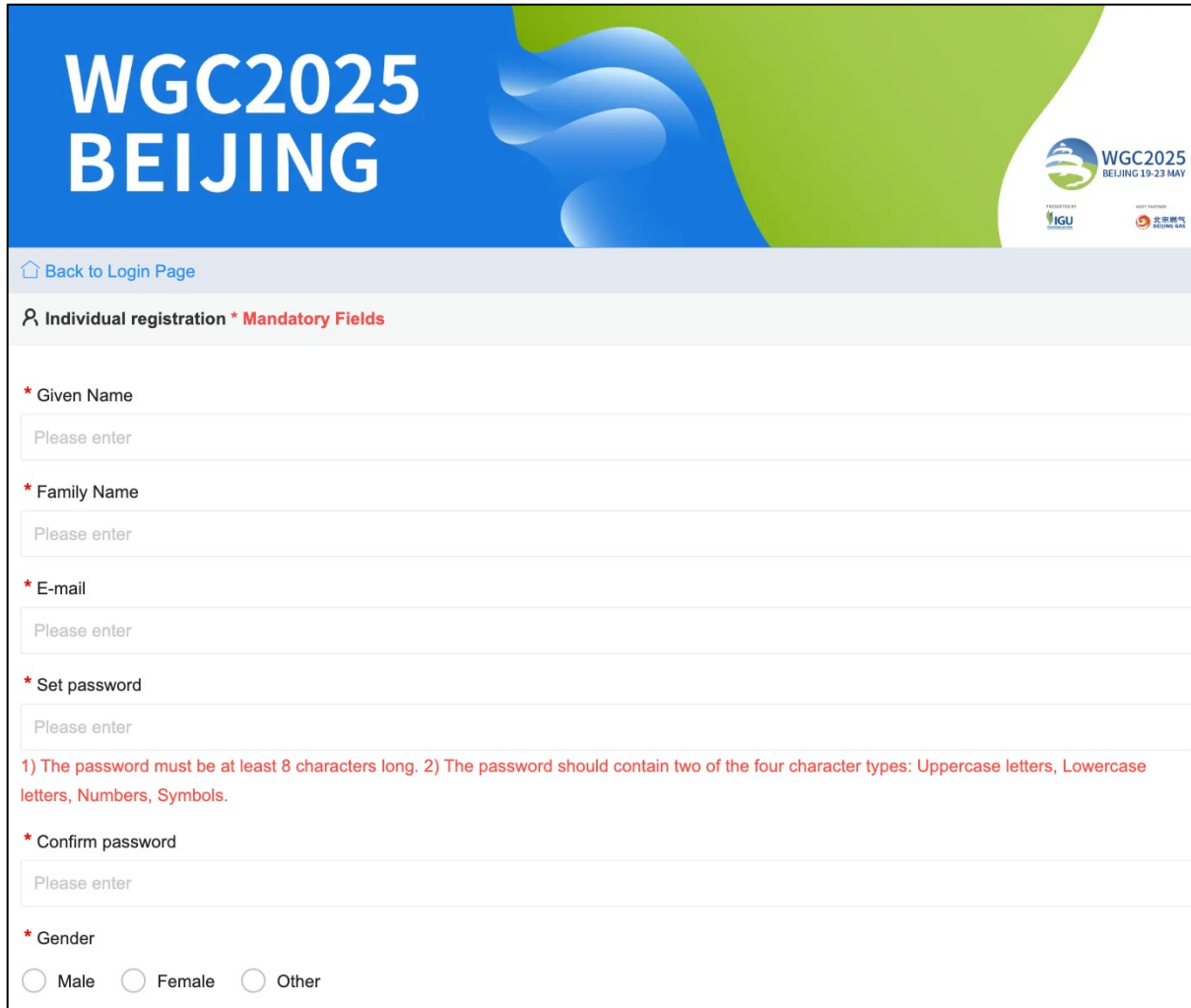
境内代表请点击此处 >

Already have account: log In directly by entering your username and password.

First-time registration: click on "New User Registration" to create an account.



Individual Registration - Personal Information



The screenshot shows a registration form for WGC2025 BEIJING. The header features the event name in large white letters on a blue background, with a green and blue abstract graphic. Logos for WGC2025, IIGU, and Beijing Gas are visible. Below the header is a navigation link 'Back to Login Page'. The main section is titled 'Individual registration * Mandatory Fields'. It contains several input fields: 'Given Name', 'Family Name', 'E-mail', 'Set password', and 'Confirm password', each with a 'Please enter' placeholder. A red note specifies password requirements: '1) The password must be at least 8 characters long. 2) The password should contain two of the four character types: Uppercase letters, Lowercase letters, Numbers, Symbols.' At the bottom, there is a 'Gender' section with radio buttons for 'Male', 'Female', and 'Other'.

1

Fill in your personal information,
where fields marked with * are mandatory.



Individual Registration - Company Information

* Organisation

Please provide the full name or abbreviation of your affiliated organisation.

* Organisation Type

- Please Select
- Company
- Association
- Organisation
- Government
- Other

* Organisation

Please provide the full name or abbreviation of your affiliated organisation.

* Organisation Type

* Position

* Department

Billing Address

Address will be reflected in the invoice/receipt

Company Information Listed as above.

2

Please fill in the company information and select the **Organisation Type** from the dropdown list.



Individual Registration - Company Information

* Country of Nationality

Please select ▼

* Country of Residence

Please Select ▲

Please Select

Afghanistan

Albania

Algeria

American Samoa

Andorra

Angola

Anguilla

3

Choose your **Country of Nationality** & **Country of Residence**.



Individual Registration - Special Dietary Requirements

* Do you have any special dietary requirement?

Please Select

Please Select

Vegan

No Pork No Lard

No preference

Others

* Do you have any special dietary requirement?

Others

* Please state your dietary requirement

Please enter

4

Select your special dietary requirements.

If you have no special requirements, please choose "**No Preference**".

If you have other requirements that's not listed above, please select "**Others**" and input your dietary needs.



Individual Registration – Work Information

* Please select the option that best describes your organisation's industry sector:

Please Select

Please Select

Engineering Procurement Construction

Integrated Energy Company

Trading & Marketing

Terminal Operator

Shipping/Shipyard

Storage, Transmission and Distribution

Hydrogen Technologies



5

Please select the **industry** in which your organisation operates.
Scroll up and down to see more options.



Individual Registration – Work Information

* Please select the option that best describes your job function:

Please Select

Please Select

- Administration, Assistant
- Analysis, Business Advisor, Consultant
- Chairman, President, COO, CEO
- Commercial, Business Development
- Education, Training
- Engineer, Technical Specialist
- Finance

* Please select the option that best describe your level of responsibility:

Please Select

Please Select

- C-level
- Senior Management
- Middle Management/Lead
- Intermediate
- Specialist
- Entry/Junior

6

Please select your **job function** and **level of responsibility**.



Individual Registration – Visa Invitation Letter Request

* Do you require an Visa Invitation Letter?

Yes No

The Visa Invitation Letter will be sent to your registered email within 15 working days.

* Name as exactly printed in passport

Please enter

* Passport Number

Please enter

* Date of Birth

Please enter

* Visa Application Office

Please enter

* Date of Entry into China

Please enter

7

Please Input your **Visa Invitation Letter** information if needed.
Please make sure your information is accurate.



Individual Registration – Registration Completion

* We will be hosting additional premium conference events in the future. If you are interested, we will keep you informed about upcoming events.

Interested Not Interested

I have read and accept the WGC2025 Delegate Participation Terms and Conditions

I have read and acknowledgement that my information will be used accordance with the WGC2025 Privacy Policy

* Enter Code

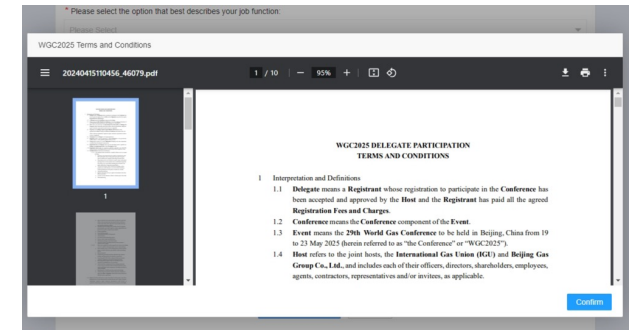
diei

8

Please select whether you would like to receive more event information recommendations.

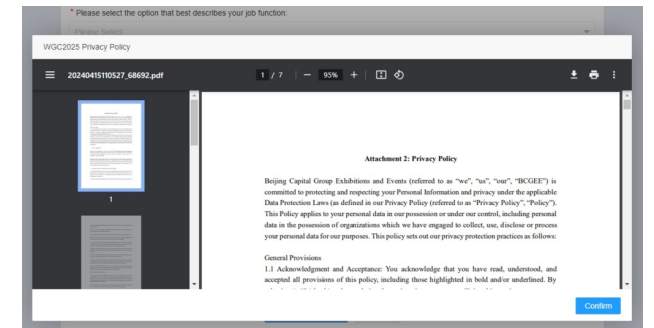
9

Read and Agree to the "Terms and Conditions".



10

Read and Agree to the "WGC2025 Privacy Policy".



11 Enter the verification code, then click "Submit" to complete the registration.



Individual Registration – Payment

MY DASHBOARD THE WORLD GAS CONFERENCE 2025 (WGC2025) Back to Homepage Jane Doe

Home Page Abstract Review Abstract Submission Submission Management Registration Accompanying Person Registration My Orders Personal Information Change Password Exit

Select a Registration Type

1 Registration

Early Bird Fee (Incl. Tax) (18 Apr 2024-31 Jan 2025)
USD 4250.00

2 Reminder

Entitlement of Registration
Delegate Registration fee includes access to Opening/Closing Ceremony, Plenaries, Industry Insights, Current Debates, Flagship Report, Technology and Innovation Centre sessions and full access to the exhibition.

Terms and Conditions
Substitution Policy
Registered delegates who are unable to attend may send an alternate i.e. one-for-one substitution within the same organisation at no extra charge. Substitution request must be submitted in writing to registration@wgc2025.com until **18 April 2025**. Substitution shall be deemed successful only subsequent to confirmation and response by the WGC2025 registration team.

Registration Cancellation Policy

- All cancellations must be emailed to registration@wgc2025.com. Please include your registration name and ID. Confirmation of cancellation shall be deemed effective only upon acknowledgment and response from the WGC2025 registration team.
- Refund of the registration fee will be as follows:
 - Cancellations received until and including 31 Jan 2025:** Full refund* (registration fee - administration fee)
 - Cancellations received from 01 Feb 2025 until and including 18 Mar 2025:** 50%refund* [(registration fee - administration fee)*50%]
 - 19 Mar 2025:** No refund will be made

* The payment refunded will deduct a 6% of administration fee paid by Delegate and any Accompanying Person.
* Refunds (if applicable) will be processed within 60 days after the cancellation of registration is approved.
* The above time is based on Beijing Time (GMT+8).

Technical Tour, City Tour and Other Fee-based Special Sessions
Information for Technical Tour, City Tour and other fee-based Special Sessions will be published at a later date. Stay tuned to our website for the latest updates.

SUBMIT

12

Please select the **type of fee**.

13

Carefully read the "**Reminder**" to understand the registration-related policies.

14

If there are no issues, select "**Submit**".



Individual Registration – Payment

MY DASHBOARD THE WORLD GAS CONFERENCE 2025 (WGC2025) Back to Homepage

Registration Fee Type

Registration Fee Type: Early Bird Fee (Incl. Tax) (18 Apr 2024-31 Jan 2025) USD 4250.00*1

Payment amount: USD 4,250.00 UNPAID

Reselect registration type

SUBMIT

MY DASHBOARD THE WORLD GAS CONFERENCE 2025 (WGC2025) Back to Homepage Jane Doe

My Orders

Registration order

| Registration Number | Registration Type | Quantity | Registration Fee |
|---------------------|--|----------|------------------|
| 20 | Early Bird Fee (Incl. Tax) (18 Apr 2024-31 Jan 2025)-USD-4250.00 | 1 | USD-4,250.00 |

Pay

Once payment is completed, the confirmation email will be sent to your registered email in the next 15 minutes. Kindly check your spam or junk box as the email may have ended up there. If you have not received it, please get in touch with us at registration@wgc2025.com.

13 Proceed to pay by **Submit**. Or you can pay later from **My Orders**.



Individual Registration – Accompanying Person

2

Click to add Accompany Person information.

1

If you have accompanying person attending with you, click on the "Accompanying Person Registration" menu to add.



Individual Registration – Accompanying Person

MY DASHBOARD THE WORLD GAS CONFERENCE 2025 (WGC2025) Back to Homepage Jane Doe

Accompanying Person

Family name * John

Given name * Doe

Country/Region * Afghanistan

1 Accompanying Person

Accompanying Person - 1 +

USD:1090.00

2 Reminder

The accompanying person registration fee encompasses attendance at the Opening/Closing Ceremony, Exhibition Tour, Welcome Reception, Networking Reception and City Tour (single route). Specific details are subject to on-site confirmation.

SUBMIT

3 Input **Name & Country/Region** of Accompanying Person

4 Select and confirm the accompanying person fees.

5 Read Reminder to understand the rights of accompanying person.

6 Click **Submit** to finish adding process.



Individual Registration – Accompanying Person

MY DASHBOARD THE WORLD GAS CONFERENCE 2025 (WGC2025) Back to Homepage Jane Doe

Accompanying Person Registration

Name

| <input type="checkbox"/> | No. ↕ | Name | Country/Region | Registration Type | Action |
|--------------------------|-------|----------|----------------|-------------------------------|---|
| <input type="checkbox"/> | 415 | Doe John | Afghanistan | Accompanying Person USD 10... | <input type="button" value="Edit"/> <input type="button" value="Delete"/> |

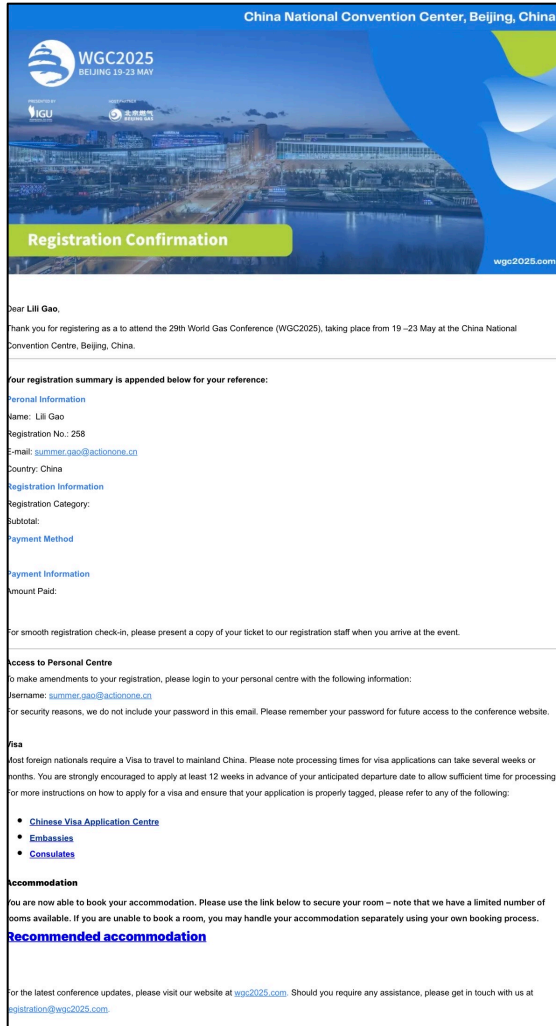
< 1 > Turn to Page 1 page Go Total 1 10/page

Selected 0 Person

7 Pay or Delete Accompany Person.



Confirmation Email



- After completing payment, a confirmation email will be sent to your registered email address within 15 minutes.
- Please note that the confirmation email may be marked as spam or placed in your junk folder, so please check it carefully. If you do not receive the confirmation email, please contact us at: registration@wgc2025.com.



Invoice Download

MY DASHBOARD THE WORLD GAS CONFERENCE 2025 (WGC2025) Back to Homepage Jane Doe

My Orders

Once payment is completed, the confirmation email will be sent to your registered email in the next 15 minutes.
Kindly check your spam or junk box as the email may have ended up there. If you have not received it, please get in touch with us at registration@wgc2025.com.

Order NO.: 17691118 Creation time: 2024/04/15 21:27:42

| Registration | Early Bird Fee (Incl. Tax) (18 Apr 2024-31 Jan 2025) | 4250.00*1 | USD4250.00 |
|--------------|--|---------------------------------|----------------------|
| | | Total: USD4250.00 | Service Fee: USD0.00 |
| | | Total amount: USD4250.00 | |

View Application for refund **Receipt Download**

Download Invoice

World Gas Conference 2025
19-23 May 2025
China National Convention Center (CNCC II)
No.7 Tianchen East Road, Chaoyang District, Beijing
<https://www.wgc2025.com>

Receipt

Issued by:
Beijing Capital Group Exhibitions and Events Invoice No.: WGC202520
Room 416-425, 4/F, North Zone, Building 7-2 to 8 floor, 101, Invoice Date: 2024-04-15 21:15:45
Tianchen East Road, Chaoyang District, Beijing, China
+86(0)10-64993937
Tax ID: 91110105051437296P

Issued for:
Name: Jane Doe Order No.: S0450H20240415211545-
Email: peggypersonal@outlook.com m16972-u2620096-R20o17691082
Address: Address Order Date: 2024-04-15

Order Details

| DESCRIPTION | PAYMENT OPTION | AMOUNT |
|--|-------------------------------|--------------------|
| WSAVA 2024-Registration Fee | Bank Telegraphic Transfer(TT) | USD 4250.00 |
| Status: Early Bird Fee (Incl. Tax) (18 Apr 2024-31 Jan 2025) | | |
| Total Amount Incl. VAT | | USD 4250.00 |
| Total Amount Paid | | USD 4250.00 |

After completing payment, you can download the invoice from your personal dashboard.



Individual Registration – My Dashboard

MY DASHBOARD THE WORLD GAS CONFERENCE 2025 (WGC2025) [Back to Homepage](#) Jane Doe

Jane Doe Company [Edit Basic Info](#) [Change Password](#)

Welcome to attend the THE WORLD GAS CONFERENCE 2025 (WGC2025) which will be hosted from May 19 - 23, 2025 at China National Convention Center.

- Abstract Submission** Abstract Submitted
- Registration** Unpaid
- Accompanying Person(s)** 0 Person(s)
- Personal Information**

Registration and payment

| Registration Number | Registration Type | Quantity | Registration Fee | Payment Status | |
|---------------------|--|----------|------------------|----------------|---------------------|
| 20 | Early Bird Fee (Incl. Tax) (18 Apr 2024-31 Jan 2025)-USD-4250.00 | 1 | USD-4,250.00 | Unpaid | Pay |

Submission Management [New submission](#)

| Abstract ID | Classification of papers | Abstract title | The first author | Status | Operation |
|-------------|----------------------------------|----------------|------------------|--------------------|--|
| 7 | Distribution network performance | Technical | Peggy Bi | Abstract submitted | Revise Delete View |

Reminder

**Information for Technical Tour, City Tour and other fee-based Special Sessions will be published a later date. Follow us on social media and stay tuned to our website for the latest updates.*

Official Contact Emails
 Abstract Enquiries: abstract@wgc2025.com
 Exhibition Enquiries: exhibition@wgc2025.com
 Sponsorship Enquiries: sponsorship@wgc2025.com
 Registration Enquiries: registration@wgc2025.com
 Media Cooperation Enquiries: marketing@wgc2025.com
 Information Enquiries: info@wgc2025.com

For any information needed, you can find it in **My Dashboard**.



THANK YOU

If you have any questions or concerns, please don't hesitate to email to registration@wgc2025.com

Enjoy WGC2025!

