**“Taking the Buddha as Your Teacher” Sutta Retreat**

**at HKU-Kadoorie Centre, Shek Kong**

**26 – 29 November 2016 Registration Form**

Please read the **RULES & REGULATIONS** for more details about the retreat before completing this form.
Please return the completed form to Bodhinyana International Foundation Limited

**Personal Particulars: (\*Required)**

|  |  |
| --- | --- |
| **English Name\***:  | **Chinese name**:  |
| **Age**:  | **Gender\***: | **Occupation**:  | **Marital status**:  |
| **Highest Qualification**: | **Email address\***:  |
| **Correspondence address\***:  |
| **Mobile Phone\***: | **HKID / Passport No.\***: (First 5 digit A1234XXX) |
| **Any Sitting Meditation Experience?** 🞏 Yes 🞏 No (Please tick.)**The retreat will require some sutta readings and all teachings will be conducted in English** |
| **Medical History**: (Please specify if you have any health, physical or emotional problem\*) |

**Next of Kin/ Person for contact in case of emergency\***

Name： \_\_\_\_\_\_\_ Relationship： \_\_\_\_ Mobile Phone： \_\_\_\_

**Retreat Accommodation** (Please check preference)

Due to limited rooms’ availability, we will notify you if we cannot accommodate you to your preferred room type.

🞏 3-persons sharing room **HK$2,400**

🞏 6-persons sharing room **HK$1,700**

**Voluntary Donation** (Your generous donation would help covering the living expenses of our venerable teacher and his monastery. Individual retreat fee covers the cost of room and board, and the rental of the meditation hall shared by all participants.

🞏 HK$300 🞏 HK$600 🞏 HK$1,000 🞏 Others (Please specify)：

**Total Amount (**Retreat Accommodation + Donation**) : HKD\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Name used for issuance of Donation receipt** (if different from above) :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Note: Donation receipt will be issued only for donation in the amount of HKD100 or above**

**I, \_\_\_\_\_ , the undersigned hereby declare that the above information is true. I am also willing to abide by the organizer/meditation instructor’s advice and the rules and regulations of the retreat. Otherwise, I will have to leave the retreat as instructed by the organizer/meditation instructor. I hereby agree and accept that neither the organizer nor the management of Bodhinyana International Foundation Limited** **shall be held liable in the event of any injury (mental or physical), losses or damages occurred during this retreat.**

Signature: Date：

|  |  |  |
| --- | --- | --- |
| Enquiries: | **Contact Person** | **Email** |
| Bodhinyana International Limited | Ms. Della Chiu | bifasia@gmail.com |

**Registration Method:**

**By POST**

Please complete this Registration Form together with a crossed cheque/ bank pay-in slip and submit by POST to

**Bodhinyana International Foundation**

**Room 1108 11/F Tower 3**

**Phase 1 Enterprise Square**

**9 Sheung Yuet Road Kowloon Bay
Kowloon Hong Kong**

***Attn. “BIF – Retreat Appln”***

Please issue a crossed cheque in FULL amount, payable to: **“Bodhinyana International Foundation Ltd.”##**

##Please double check spelling, we have received many returned cheques due to incorrect payee name.

***Or* By FAX *or* EMAIL**

Please scan the complete Registration Form (pdf) with the bank pay-in slip (pdf) and send by FAX (852) 3747 7155 or by EMAIL to bifasia@gmail.com

**Bank Account Details**

Bank Name: Bank of East Asia 東亞銀行

Account No.: 015-220-25-10580-6

Account Name: Bodhinyana International Foundation Limited (覺智國際基金會有限公司)

We will acknowledge the receipt of your application via email and if it is not successful, we will return the cheque or refund in full to you. All payments are non-refundable with changes and cancellation after confirmation.

By signing below, I, for the purpose of the Personal Data (Privacy) Ordinance, consent that the personal information collected or held by the Bodhinyana International Foundation Limited (whether contained in this Form or otherwise obtained) may be used by or disclosed to individuals or an organization within or outside Hong Kong for the purpose of the accommodation booking & etc. and will be treated in confidential manner and not be disclosed to any other party.

🞏 Please check if you wish us to use your personal information to inform you of upcoming events.

**Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**(Please Print Name )**

**Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Opting out**  If at any time you would like BIF to remove your personal information from our records, please contact us at bifasia@gmail.com.  Please note that you may no longer receive updates, announcements, or invitations to events if we remove your personal information.

**RULES & REGULATIONS**

1. Only successful applicants can join the retreat.
2. Detailed retreat schedule and reminders will be sent to successful applicants in due course.
3. Full participation in the whole retreat is required.
4. Participants will stay in shared 3-person/ 6-person room with bathroom as assigned.
5. Please wear decent, comfortable clothes (no jeans or tight clothing, etc). Avoid wearing clothes which emit noises while you have body movement.
6. Sitting cushions will be provided during the retreat, but participants are encouraged to bring their own sitting meditation cushion if they have already had one.
7. Vegetarian breakfast, lunch, and evening liquid refreshment will be provided. Drinking water will be available throughout the day.
8. To support an environment conducive to cultivating peace of mind and wisdom, please observe noble silence throughout the retreat and in all areas of the venue. All kinds of electronic communication devices should therefore be switched off.
9. As reverence and morality are the foundation of effective meditation that leads to wisdom, all participants shall take the Three Refuges with respect and observe the Eight Precepts during the retreat.

**About the Three Refuges and the Eight Precepts**

The Three Refuges are the Buddha - the awakened one who experienced enlightenment; the Dhamma – the way to enlightenment; the Sangha – the community of the Buddha’s noble disciples who experienced enlightenment, being virtuous friends on the path to enlightenment. They embody enlightenment, showing guidance to Buddhist practitioners and leading them to be free from suffering.

**The Eight Precepts to be observed during the retreat are to:**

1. Refrain from killing any living beings.
2. Refrain from taking things which are not given.
3. Refrain from sexual activity.
4. Refrain from untruthful, unwholesome or useless speech.
5. Refrain from taking intoxicants, including drugs, alcohol and smoking.
6. Refrain from eating food at the forbidden times, i.e. after noon (Note: Having light, liquid refreshment is allowed in the evening, and please obtain permission if food consumption is needed for medical or health reason).
7. Refrain from dancing, singing, listening to music, going to see entertainments, wearing garlands, using perfumes, and beautifying the body with cosmetics.
8. Refrain from sitting or lying on high, luxurious seats (Note: There will be no luxurious seats at the retreat venue).