 **2017 BLIA World Headquarters**

**3rd Meeting of the Sixth Board of Directors**

**General Guidelines**

**Activities:**

October 4-8: Directors Meeting, Handing Over Ceremony for Former and New Chapter Presidents, Certification for Chapter Elder Advisors, Certification for BLIA Elder Advisor Committees, Certification and Promotion Ceremony for BLIA Lay Dharma Lecturers, Malaysia’s Hsing Ma Temple Inauguration Ceremony, Chan and Pure Land Light-offering Ceremony

**Participants:**

1. Ex-officio Delegates: BLIA World Headquarters Directors, Committee Directors,

 Deputy Committee Directors, Lay Dharma Lecturers/Teachers, Chapter

 Elder Advisors, and Chapter Presidents

1. Delegates:
2. Three to five delegates per national/regional chapter, with one additional delegate

 per 100 members, up to a maximum of one hundred fifty (150) delegates. All

 delegates must have a valid membership card issued by BLIA World Headquarters.

1. Monastic Advisors of chapters
2. Observers: Officers and members of BLIA chapters and subchapters, but not to exceed

 ten (10) observers per chapter.

 **Fees:**

1. Delegates & Observers:
	* US$400.00 if registered and paid in full by July 31, 2017
	* US$450.00 if registered and paid in full during August 1~31, 2017
	* US$500.00 if registered and paid in full from September 1, 2017

 Remark: the above fees include accommodation (5 days-4 nights) during the meeting

1. An additional US$300 is required for a single room during the meeting.
2. Participants arriving early or leaving late for the Directors Meeting are responsible for all accommodation and transportation expenses themselves. Please notify the organizer of such needs for ease of administration.
3. No refund for cancellation after registration.

**Registration Deadline and Guidelines for Airport Transportation:**

* 1. Registration starts on May 1 till September 10, 2017, for registration form please see

 (Attachment I).

* 1. Please register online: <https://www.fgs.org.tw/events/2017blia>
	2. Transportation information: Transfer from Singapore Airport, Kuala Lumpur Airport or to Senai Airport, Johor Bahru. There are shuttle services available at each airport.

 Pros and cons of the different airports and means of transportation are as follows:

|  |  |  |
| --- | --- | --- |
| **Arriving Airport** | **Means of Transportation** | **Travel Time from Airport to Hsing Ma Temple** |
| **Singapore Airport** | Must go through Two Customs Checks | * + 1. Singapore: Tours on buses must unload each piece of luggage for inspection.
 | About 1 to 3 hours (peak) |
| 2) Malaysia: Apply for special vehicle passage, there is no need for luggage inspection. |
| **Reminder:** For entering Singapore or Malaysia, if visas are required for the passport issuing countries, please apply the required  visas ahead of time for ease of entry at immigration. |
| **Kuala Lumpur Airport** | Route 1 | Take transfer to Senai Airport for the shuttle service | About 2 hours(including air transfer) |
| Route 2 | On arrival, take the shuttle service directlyto the temple, there is no need for inspection. | About 4 hours |
| Route 3 | Go for a tour first, then travel south fromKuala Lumpur to Hsing Ma Temple | Depending on Tour Schedule |

* 1. After flights are confirmed, chapters are requested to send full flight information to the institution-in-charge as soon as possible for ease of transportation arrangements.

**Registration Information:**

1. Registration date/time: October 4 (Wednesday), before 3:00 PM
2. Registration Place: Hsing Ma Temple, Malaysia

 PTD70521, Jln Persisiran Sg. Danga, Sutera Utama, 81300, Johor, Malaysia

1. Accommodation: Hotels close to Hsing Ma Temple

**Additional Notes:**

1. Please see Attachments 2~7 for application forms for Lay Dharma Teachers/Lecturers, Lay Dharma Lecturer Dharma Propagation Record, Establishment of Elder Advisor Committees, Appointment for Elder Advisors, and Chapter Work Report.
2. A special issue of BLIA Commemorative Journal will be published as a gesture of fellowship. Individual and group sponsorships are welcome by the organizing committee. Please refer to Attachment VIII for detailed information and sponsorship form.
3. Chapters which elected new presidents in 2016 must participate in the Handing-Over Ceremony for Presidents. Please bring your own Chapter flag and President sash.
4. A “Night of the Buddha’s Light” will be held during the meeting for promotion of BLIA fellowship. Performances of national or regional culture by the Meeting participants are sought. Please refer to Attachment IX for detailed information and registration form.
5. Participating chapters are required to bring your BLIA Chapter flag and members should wear the BLIA uniform.
6. Members arriving at Singapore, Kuala Lumpur or Senai Airports must wear the BLIA uniforms on entering the country for ease of pickup for transportation.
7. Tour itineraries for before and after the Directors Meeting are in Attachments 11~12
8. For any other details, please contact the World Headquarters Secretarial Office in America.

**Methods of Payment:**

Please wire all fees to the institution-in-charge and fill in the 2017 BLIA World Headquarters Directors Meeting Registration Fees (Appendix X) and email to the address indicated below with the names of the participating chapter, payer, and contact person for verification:

**Account Name:** FO GUANG BUDDHIST ASSOCIATION JOHOR

 **Receiving Bank:** PUBLIC BANK BERHAD, TAMAN PERLING BRANCH

 **Address of Receiving Bank:**

 31, 33 & 35, JALAN PERSISIRAN PERLING, TAMAN PERLING,

 81200 JOHOR BAHRU. JOHOR, MALAYSIA

 **Swift Code:** PBBEMYKL

 **Account Number:** 320 4438 711

 **Address:** LOT111561 (PTD70521), JALAN PERSISIRAN SUTERA DANGA,

 TAMAN SUTERA UTAMA 81200 JOHOR BAHRU, JOHOR, MALAYSIA

 **Telephone:** +6 07 550 4433 (Hsing Ma Temple)

 **Email:** bliaworldconference.hsingma@gmail.com (Please send wiring verification)

**Contacts:**

1. **BLIA World Headquarters**

 3456 S. Glenmark Drive, Hacienda Heights, CA 91745 USA

 Tel: +1-626-968-4675~77 Fax: +1-626-968-1255

 Email: info@blia.orgContact Person: Ven. Chueh Chung

1. **BLIA World Headquarters Asia Regional Office**

153 Hsing Tian Road, Ta Shu, Kaohsiung 840

 Tel: 886-7-6561921 Ex. 1101~1102 Email: bliataipei@blia.org

 Fax: 886-7-6564597 Contact Person: Ven. You Rong

1. **BLIA 3rd Meeting of the Sixth Board of Directors Administration Office (Hsing Ma Temple, Malaysia)**

 PTD70521, Jln Persisiran Sg. Danga, Sutera Utama, 81300, Johor, Malaysia

 Tel: 607-5504433 Email: bliaworldconference.hsingma@gmail.com

 Fax: 607-5504422 Contact Person: Ven. Ru Bin