12 th Asia Pacific harmonica festival registration Guide

Registration closes on the 31st of May, 2018.

Save 20% on the festival passport if you registered and paid before 31st of March

2018

Sign up

Step 1: Browse to the APHF's official website (<u>www.APHF2018.com</u>) and then click on "English"



Step 2: Once the English version of the site is loaded, click "Register Online"



Step3: Navigate to the Registration page and click "Sign Up"

| Passport Participate below events | Compete Compete Registration | Concert Ticket Ticket Purchase | Shows Harmonica Festival Concert |
|--------------------------------------|---------------------------------------|--|-------------------------------------|
| ¥500 Yuan Per Person | ¥ 50-200 Yuan Per Person/Per Event | ¥ 120-200 Yuan Per Person/Per Performance | FREE Per Person |
| Ceremony,Forum,Lecture | Tremolo, Chromatic, 10 Holes | S Master Concert | Opening Ceremony Concert |
| Teenagers harmonica concert | Ouet, Trio, Chamber Music | S Famous Concert | Master, Famous Concert |
| Exciting Events | Sensemble,Creative | 🤣 Welcomming Banquet | Teenage Concert |
| Open-Stage Shows | 🥏 Tremolo Solo (Accompany) | Harmonica Friends Party | 🧿 Open-Stage |
| PURCHASE ⊖ | SOLO 🕘 ENSEMBLE 🕣 | PURCHASE ⊙ | REGISTER ⊙ |

Step 4: Choose your username and password

| UserName * | 4~18 characters, begin with letter, letters, numbers, underscores can be used |
|--------------------|--|
| Password * | 6~16 chraacters, Case sensitive |
| Password Confirm * | Please input password again. |
| Password Confirm * | Please input password again. Ase write down your user name and scode you will often use them |



Step 6: Once your account is created, navigate to the registration page, click on your username and then select User Manager



Step 5: Fill the form and then click the "CREATE" button

Step 7: Verify your personal information here, please contact the organizing committee immediately if incorrect information is found.

Note: Take a note of your access code, if you are registering for a group, only one access code will be issued, the access code will give access to all group members.

| OJser Info | |
|--------------------------------------|---|
| UserName Plea othe Passport | k111111 ise remember your access code, when you register for ensamble with ers who has already signed up, you will use this code. APHF-2018-520023 |
| Access Code | bWtjFdHcciajbUSp0zAv |
| Name * | 孔文忠 |
| ID Number * | ID CARD - 3 |
| Gender * | MALE FEMALE |
| Birth * | • • |
| Age * | |
| Country & Region * | China 🔻 Beijing 🔻 |
| Phone * | 18101529009 |
| Email * | 1583367216@qq.com |
| Note: PI | ease check your information carefully. |

APHF passport purchase:

Step 1: Once you have registered successfully, the "Passport" option is added by default, click "Buy Now" to proceed to the payment page.

| Passport Participate below events | Compete Compete Registration | Concert Ticket Ticket Purchase | Shows Harmonica Festival Concert |
|--------------------------------------|---------------------------------------|--|-------------------------------------|
| ¥500 Yuan Per Person | ¥ 50-200 Yuan Per Person/Per Event | ¥ 120-200 Yuan Per Person/Per Performance | FREE |
| Ceremony,Forum,Lecture | Tremolo, Chromatic, 10 Holes | Master Concert | Opening Ceremony Concert |
| Teenagers harmonica concert | Ouet, Trio, Chamber Music | S Famous Concert | Master, Famous Concert |
| Exciting Events | Sensemble, Creative | 🥑 Welcomming Banquet | 📀 Teenage Concert |
| Open-Stage Shows | Tremolo Solo (Accompany) | Harmonica Friends Party | Open-Stage |
| lf youjustp | urchase APHF par | ssport, pls click"go | o for pay" |
| | GO F | OR PAY | |

Step 2: Please read the terms and conditions carefully.

| OTAL 2 VUNPAID 1 CHECKING 0 PAID 0 CANCELLED 1 Unpaid 02-02 08:03 Order No: APHF-0202080351-007-0009 Total Price: 500 | 0.00 Yuan | |
|--|---|---|
| Note: Please pay according to the following methods, screenshot your payment the "Upload Recepit" button to upload your payment screenshot. Bank transfer will cause service fee, please deposit adequate money to control -25 USD per bank transfer. The exchange rate of RMB against USD is 6.3. The exchange rate of RMB against USD is 6.3. The exchange rate of RMB against or regarded as sponsorship for the event. After confirmation, your registration information cannot be changed on your registration information, you need e-mail the Organizing Committee content management system, which will cause big trouble, please confirming registration. | t record, save it in compu over the service fee, USD s against HKD is 0.8. d the event, your register your own; if you really war e, who will help you change n again before submitting s carefully! | ter, then click ervice fee is cost will be at to change e via the web your |
| | TOTAL PRICE (QTY: 1) | ¥500.00 |

screenshot or keep the receipt provided by your financial institution.



Step 4: Check the "I have read and agree with the terms and conditions above" tick box and click "UPLOAD RECEIPT"

| Unpaid 02-02 08:03 Order No: APHF-0202080 | 351-007-0009 Total Price: 500.00 Yuan | |
|---|---|--|
| ote: | | |
| Please pay according to the following methods: the "I pload Recept" button to upload you | hods, screenshot your payment record, save it i | in computer, then click |
| Bank transfer will cause service fee, please 10~25 USD per bank transfer. | e deposit adequate money to cover the service f | fee, USD service fee is |
| The exchange rate of RMB against USD is 6 The Organizing Committee will not refund | 5.3. The exchange rate of RMB against HKD is 0.8 | 8. |
| regarded as sponsorship for the event. | any money, if you do not attend the event, you | register cost will be |
| After confirmation, your registration inform your registration information, you need e- content management system, which will can | mation cannot be changed on your own; if you mail the Organizing Committee, who will help yo ause big trouble ,please confirm again before so | really want to change ou change via the web ubmitting your |
| registration. | | |
| If no problems, pls tick | | Click |
| | TOTAL PRICE (Q | (TY: 1) ¥500.00 |

Step 5: Click on the "select files" button as illustrated below and select the screenshot of your payment confirmation, select your payment method and then click then "PAY" button



Step 6: The below confirmation is displayed once the payment process is finished, click the "OK" to exit



Step 7: to verify your passport details, browse to the registration page and click on your username, then click on "User Manager" and then "Details"



Step 8: Your APHF passport details will be displayed as below:

| 详细 | 1信息 | | | | | |
|-----|----------------|----------------------|-----|----|----|------|
| 通行证 | 列表 通行证 | 明细 | | | | |
| 状态 | 通行证 | 通行证提交码 | 姓名 | 性别 | 年龄 | 证件号码 |
| | ADUE 2019 0025 | OP30v1ppfCX9fOruOfig | /ba | 男 | 10 | 3 |

Step 9: if you are purchasing the APHF passport on behalf of someone else, click the "Purchase" button under the Passport section.



Step 10: Fill in the details.

| Name * | Please input your name. |
|-----------------|---------------------------------|
| ID Number * | ID CARD - |
| Gender * | ID Card |
| Birth * | Passport Pls fill in correctly. |
| Age * | 0 |
| ntry & Region * | China 🔻 Beijing 🔻 |
| Phone * | Please input your phone. |
| Email * | Please input your email. |

Step11: Confirm your details and then click "PAY NOW"



Step12: if you are purchasing on be behalf of multiple people, click "add member"

| Name Gender Age Birth ID Type ID Number Country State Phone | |
|---|--------|
| Name Gender Age Birth ID Type ID Number Country State Phone | EMBERS |
| | Emai |
| No Data Loaded. | |

Step 13: Fill in the required information and click "save"

| Add Member | Note: Fill in members information |
|--------------------|-----------------------------------|
| Name * | Please input your name. |
| ID Number * | ID CARD - |
| Gender * | MALE |
| Birth * | 1925 • 1 • 1 • |
| Age * | 0 |
| Country & Region * | China • Beijing • |
| Phone * | Please input your phone. |
| Email * | Please input your email. |
| | Click |
| | CLOSE SAVE |

Step 14: If you are purchasing for a large group, you can use the template to upload the details for all users. To obtain the template, click on "download template".

Fill in the information in the template accordingly, save the template file and use the "import members" button to upload the template file, details of each member will be listed.

| | | | | (| Download ⁻ | Template CLE | AR ADI | MEMBER | IMPORT ME | MBERS |
|----|-----------------|-----------------------|-----------|----------------------------|-----------------------|-------------------|--------------|--------|-----------|-------|
| N | lame | Gender | Age | Birth | ID Type | ID Number | Country | State | Phone | Email |
| | | | | | N | o Data Loaded. | | | _/ | |
| No | te: | | | | | | | | / | |
| | If you You c | register an help (| successfu | illy, you ge ler the AP | et the APHF passport. | assport successfu | ully(not pai | d). | / | |
| | 1000 | unneip | | Cer criter in | n passport. | | | / | | |

Step 15: use the "delete" button to remove a person from the list, or use the clear button to remove all the people, should you need to make changes to the list.

| | | | | Downlo | ad Templat | CLEA | R ADD M | EMBER I | MPORT MEMBER |
|---------|-----------------|-----------------------------------|---------------------------------|---|---------------------------------------|----------------------------------|--|--|------------------------------------|
| | Name | Gender | Age B | irth ID Type | ID Nu | imber | Country | State | Phone |
| | | | | | No Data Loa | ided. | | | |
| | | | | | | | | | |
| | | | | Download | Template | CLEAR | ADD MEMBE | R IMPOR | T MEMBERS |
| er. | Age | Birth | ID Type | Download ID Number | Template | CLEAR | ADD MEMBE | R IMPOR Email | Operation |
| er E | Age 33 | Birth 1985-09-16 | ID Type Passport | Download ID Number G12345678 | Template Country Japan | CLEAR State Japan | ADD MEMBE Phone 12345678900 | R IMPOR Email john@gmail.c | C MEMBERS Operation . Delete |
| er E | Age 33 95 | Birth 1985-09-16 2023-09-16 | ID Type Passport Passport | Download ID Number G12345678 K56789012 | Template Country Japan Japan | CLEAR State Japan Japan | ADD MEMBE Phone 12345678900 12345678900 | R IMPOR Email john@gmail.c hallen@yahoo | Operation Delete |

Step 16: If you are only purchasing the APHF Passport, proceed to the payment process by click "Pay Now". Refer to steps 3-8 for guidelines on the payment process.

| 22 | 1025 00 16 | Decepart | 613345670 | lanan | Innan | 12245679000 | iobo@amail.c | Delata |
|-------|---------------|---------------|----------------|-------|---------------|--------------------------------|--------------|--------------------------------|
| 35 | 1985-09-10 | Passport | 012545078 | Japan | Japan | 12343078900 | jonn@gmail.c | Delete |
| 95 | 2023-09-16 | Passport | K56789012 | Japan | Japan | 12345678900 | hallen@yahoo | Delete |
| You | can help othe | ers order the | APHF passport. | | | | | |
| You | can help othe | ers order the | APHF passport. | | ¥ | Order | | |
| • You | can help othe | ers order the | APHF passport. | | ¥ P/ | Order | 2) | ¥1,000.00 |
| • You | can help othe | ers order the | APHF passport. | | ¥ 9/ TC | Order Assport (QTY: DTAL | 2) | ¥1,000.00 ¥ 1,000.00 |

Solo registration:

Step 1: To register as an individual for the competition, click on the "solo" button in the Compete section.



Note: The price for the Tremolo Solo, Chromatic solo in the OPEN category includes the usage of the designated music piece, the music file will be to your designated email address emailed by the committee.



Step 3: Verify your information and then click the "SUBMIT" button **Note: Each person can only participate in one age group in each category**

| 00.00 |
|-------|
| 00.00 |
| 00 |

Ensamble:

Step 1: click "ENSEMBLE" if you are registering for an ensemble

| Passport Participate below events | Compete Compete Registration | Concert Ticket Ticket Purchase | Shows Harmonica Festival Concert |
|--------------------------------------|---------------------------------------|--|-------------------------------------|
| ¥500 Yuan Per Person | ¥ 50-200 Yuan Per Person/Per Event | ¥ 120-200 Yuan Per Person/Per Performance | FREE Per Person |
| Ceremony,Forum,Lecture | Tremolo, Chromatic, 10 Holes | Master Concert | Opening Ceremony Concert |
| Teenagers harmonica concert | Ouet, Trio, Chamber Music | S Famous Concert | Master, Famous Concert |
| Exciting Events | S Ensemble, Creative | 🤣 Welcomming Banquet | Teenage Concert |
| Open-Stage Shows | Tremolo Solo (Accompany) | Harmonica Friends Party | Open-Stage |
| PURCHASE ⊕ | | PURCHASE 🕣 | REGISTER ⊖ |

Step 2: in the ensemble registration page, click the "+" button

| 2 | | |
|----------------------|--------------------------|-----------|
| Ensemble Registrat | tion | Click "+" |
| PLEASE CHOOSE A TEAM | | × |
| Team * | | (++) |
| Team Info | Leader: Members Count: 0 | |
| | | |
| | | |

Step 3: Add your ensemble member by entering their Passport access code and search, fill in the relevant information and click "CREATE TEAM"

| | | Name * | Plea | ase input | am name. | | select | he team | lead |
|-------|---|---------------------|--------|---------------|--------------|---------------------------|---------------------|-------------|---------|
| elect | the memb | Leader * | 李伯 | 圭 (APHF-2 | 2018-200022) | | | | ŀ |
| V | | | | | | Please input | passport acce | ss code. | Q |
| | Passport | Name | Gender | Age | Birth | ID Number | Country | Phone | Er |
| | Ifyounee | d re gis | terfo | rens | amble: wi | theothersw | ho has a | alreadys | signe |
| AF | pls fill in h HF-2018-780024 his inform | nis acce | ill sh | ode a ow o | nd click th | e "search lo G12345678 | ogo" Japan Japan | 12345678900 | john@į |
| | PHF-2018-120025 | Hallen | MALE | 95 | 2023-09-16 | K56789012 | Japan Japan | 12345678900 | hallen@ |
| | | | | | | | | | |
| | | | | | | | CLOSE | CREATE | TEAM |

Step 4. Select the Category and age group according to your group size, and then click "Submit" Note: the system will prevent the registration if the some of the member had registered for a different age group under the same category.

| Group Music Name | Please input your music name |
|----------------------------|---------------------------------------|
| According to age grouping, | the system will grouping. |
| Arranger | click and check the concerned age gro |
| Accompany | Please input the style of accompany. |
| | ¥Order |
| | TOTAL ¥0.00 |
| | CANCEL SUBMIT & CONTINUE SUBMIT |

Step 5 : once you have completed all the registrations, please return to the registration page

and finalize the payment but click on "Pay Now"

Concert tickets and welcoming dinner purchase:

Step1 for concert tickets and welcoming dinner purchase, please click the "PURCHASE" button in the Concert Ticket

section



Step 2: Select the ticket(s) to purchase

You can buy tickets for multiple members ONLY if you are purchasing the same ticket for all selected members, otherwise please repeat this process for separate tickets to suit individual needs.

| IM | AGE CON | CERT | | TYP | Έ | QTY. | UNIT PRICE | TOTAL PRICE |
|----------|---|---------------------------------------|--------------------------------|-----------------------|--|------|--|--|
| 1000 | Mas On t | ter Concert he evening of Augu | ist 5 | Per | sonal | 1 | ¥120.00 | ¥120.00 |
| 100 M | Fam On t | nous Concert he evening of Augu | ıst 6 | Per | sonal | 1 | ¥120.00 | ¥120.00 |
| 1. N. 19 | Well On t | comming Banquet he evening of Augu | t ist 3 | Per | sonal | 1 | ¥200.00 | ¥200.00 |
| 1 | Harr | monica Friends Pa tuned | arty | Per | sonal | 1 | ¥0.00 | ¥0.00 |
| | | | | | | | | |
| | Passport | Name | Gender | Age | Country | | Phone | Email |
| | Passport APHF-2018-20002 APHF-2018-78002 | Name 2 李佳 4 John | Gender MALE MALE | Age 28 33 | Country China Jiang Japan | su | Phone 18101529009 12345678900 | Email 1583367216@qq.com john@gmail.com |
| | Passport APHF-2018-20002 APHF-2018-78002 APHF-2018-12002 | Name 2 孝佳 4 John 5 Hallen | Gender MALE MALE MALE | Age 28 33 95 | Country China Jiang Japan Japan | su | Phone 18101529009 12345678900 12345678900 | Email 1583367216@qq.com john@gmail.com hallen@yahoo.com |

Step 3 Review the selected items and then click "Pay Now"

| Passport | Name | Gender | Age | Country | Phone | Email |
|------------------|--------|--------|-----|---------------|-------------|-------------------|
| APHF-2018-200022 | 李佳 | MALE | 28 | China Jiangsu | 18101529009 | 1583367216@qq.com |
| APHF-2018-780024 | John | MALE | 33 | Japan | 12345678900 | john@gmail.com |
| APHF-2018-120025 | Hallen | MALE | 95 | Japan | 12345678900 | hallen@yahoo.com |
| APHF-2018-800064 | уu | FEMALE | 34 | China Beijing | 18101529009 | 1583367216@qq.com |
| APHF-2018-190065 | 吴 | MALE | 30 | China Beijing | 18101529009 | 1583367216@qq.com |

| ¥ Order | | |
|---------|--------|--------|
| TOTAL | | ¥0.00 |
| | | |
| | CANCEL | ΤΟ ΡΑΥ |

Performance registration:

Step1 if you are registering for the shows, please click the "REGISTER" button in the Shows section



Note: there are following shows available during the festival period:

- **1.** Opening Ceremony Concert 4th August (free entry)
- 2. Master Concert 5th August
- 3. Teenager Concert 5th August (students under 18 years of age, free entry)
- 4. Famous concert 6th August
- 5. teenager Concert 6th August (students under 18 years of age, free entry)
- 6. Open Mic sessions from 4th to 7th August

Step 2: Due to the large number of participants, the festival committee may not be able to accommodate each registration, the performance will be selected to provide best coverage for all regions and styles of music.

| SHOWR | egistration | | |
|----------------|------------------------------------|-------------------------------------|------------------------|
| PLEASE CHOOSE | A PASSPORT OR TEAM | | |
| | Event * | Tremolo Solo | * |
| | Passport * | 李佳 (APHF-2018-200022) | * |
| | Concert * | Open Stage | • |
| | | C | bassa parformance item |
| | | | |
| Event * | Tremolo Solo | | $\overline{ \cdot }$ |
| Passport * | Tremolo Solo Tremolo Solo with | Accompaniment | |
| | Chromatic Solo | Colo | |
| Concert * | Duet | 5010 | |
| | Trio | | |
| | Small Ensemble Orchestra (15-30 | Persons) | |
| | | | Chasse the member |
| | | | Choose the member |
| Passport * | 李佳 (APHF-201) | 3-200022) | |
| 1 appere | 李佳 (APHF-201) | 3-200022) | |
| Concert * | John (APHF-201 | 8-780024) | |
| | Hallen (APHF-20 |)18-120025) | Observe serves there |
| | | | Choose concert type |
| Concert * | Open Stage | | |
| Concert | Master Concert | | |
| | Famous Concert | t | |
| | Teenage Concer | t | |
| | open stage | | |
| | | | |
| PLEASE INPUT M | JSIC INFO | | |
| | Music Name * | Please input your music name. | |
| | Composer | Please input composer name. | |
| | Arranger | Please input arranger name | |
| | Accompany | Please input the style of accompany | |
| | | | Click |

To check your purchases, go to the Registration page and click on your username, User Manager and then Details.

| | > User Info |
|-----------------|-------------------|
| A111111 | > Change Password |
| User Manager 2 | > Payments |
| Change Password | > Details 3 |
| Logout | > Return Index |

| al la mine | | | | | Gend | P | |
|-------------------------|---------------------|--|---------------------------------|--------------------|--------|------------------|------------------------------|
| 状念 | Passport | Access Code | N | ame | r | Age | ID Numb |
| Teams | tear | ms details | | | | | |
| | Passport | Name | Mem | bers Cou | int | Lea | der |
| | | No Data L | oaded. | | | | |
| | | | | | | | |
| Conce | rt Tickets | concert tickets | details | | | | |
| Conce | rt Tickets | concert tickets | details | NO | | Туре | Price (YUA N) |
| State | rt Tickets | concert tickets d Name No Data L | details Ticket I | NO | | Туре | Price (YUA N) |
| Conce State Compe | Passwor | concert tickets d Name No Data L | ticket I Jicket I Loaded. | NO | | Туре | Price (YUA N) |
| Conce State Compe | Passwor Passport | concert tickets d Name No Data L npetition details | ticket l .oaded. | NO Music I | Nam. (| Type | Price (YUA N) Arranger |
| Conce State | Passwor Passport | concert tickets d Name No Data L No Data L Name Event No Data L | oaded. | NO Music I e | Nam (| Type Composer | Price (YUA N) Arranger |

Note:

1: Unfortunately due to time constrains we cannot improve the ticketing system, please accept our apology for any inconvenience that caused.

2: If you need to change your choice of music after registration, please contact the organizing

committee for assistance prior to 30th May 2018.

3: Please contact the organizing committee if you are experiencing difficulties during the registration process. The committee can be contact via Wechat, QQ,and phone between Monday to Saturday, emails received after hours will be respond by the next working day.
4: Registration process closes on 31st May 2018. A 20% discount is applied if you register and pay for your APHF Passport before 31st March. This discount does not apply for competition registrations.

5: Contact details

Contact Person: Li Jia

Tel: 0510-86397505

Mobile: 18101529009

Q Q: 1583367216

WeChat: 18101529009

Email: aphf2018@vip.163.com

Official website: www.aphf2018.com