

Insolvency Mediation Masterclass

I COURSE INFORMATION

Date: 2 April 2019

Course Fees (inclusive of GST): **S\$267.50**

II PERSONAL PARTICULARS

Salutation Dr Mr Ms Others:

Name _____
(As appears in NRIC / Passport; please underline family name)

Address _____

Contact No Mobile: _____ Office: _____

Email Address _____

Nationality Singaporean Permanent Resident Others: _____

Designation _____

Organisation _____

Highest Qualification _____

SILE* CPD Points Required Yes No AAS No:

CEA** CPD Points Required Yes No NRIC No:

III PAYMENT DETAILS

Please make cheque payable to 'Singapore Mediation Centre'.

Individual (Cheque Number: _____)

Organisation (Please fill in the details below)

Bill Fees to Company Name : _____
Contact Person : _____
Billing Address : _____
Telephone No : _____
Email Address : _____
SUB-BU Code : _____ (If applicable, for Government organisation only)

IV SMC ADDRESS & CONTACTS

Please mail completed form and cheque to:

Singapore Mediation Centre

1 Supreme Court Lane, Level 4

Singapore 178879

You may also fax the form to **+65 6333 5085**, or email to suhartini@sal.org.sg

V TERMS & CONDITIONS

1. Placement in the talk will be on a First Come First Served Basis.
2. Registration fee includes programme materials and refreshments.
3. If you require an invoice to make payment, please note that we need a minimum of 10 working days to process the invoice. All other payments are to reach SMC before the specified closing date for registration to secure a place in the talk.
4. Request of Withdrawal of Courses:
The following penalty charges will be imposed for cancellation of registration:
 - a. where cancellation notice is received by SMC between 10 working days or more before the date of the talk: no penalty imposed.
 - b. where cancellation notice is received by SMC less than 10 working days before the date of the talk: Full amount. Fees paid will be non-refundable.
5. Request for Replacement:
An administrative fee of S\$74.90 (inclusive of GST) will be imposed for each replacement of participant.
6. Absence will be treated as cancellation (see 4b).
7. SMC reserves the right to cancel the talk and to change published details without prior notice. SMC also reserves the right to change the terms and conditions at any time.
8. The personal information collected on this form is for the use of course registration, account servicing of course-related activities, course survey and / or for application of course-related funding (if applicable) to respective funding-related agencies / bodies / organisations (WDA, etc).

I have read and agree to the above.

Name & Signature: _____

Date: _____

VI PERSONAL DATA PROTECTION ACT CONSENT CLAUSE

- YES**, I consent to the use and disclosure of the personal data provided in this form to SMC and its parent company, the Singapore Academy of Law (SAL), its respective agents and authorised service providers, for the purposes of receiving and providing relevant information about SMC and the SAL group including its programmes, products and services.
- NO**, I do not consent to the use and disclosure of the personal data provided in this form to SMC and its parent company, the Singapore Academy of Law (SAL), its respective agents and authorised service providers, for the purposes of receiving and providing relevant information about SMC and the SAL group including its programmes, products and services.

Photos

Please note that photographs may be taken during the event may be used in SMC's collaterals, reports and other publicity material. If you do not wish to have your photograph taken, please do inform the photographer.

Name & Signature: _____

Date: _____