
Registration Form

PARTICIPANT'S DETAILS

Name (Prof/Dr/Mr/Mrs/Ms/Mdm): _____

Organisation: _____

Designation: _____ Department: _____

Tel: _____ Fax: _____ Email: _____

Name (Prof/Dr/Mr/Mrs/Ms/Mdm): _____

Organisation: _____

Designation: _____ Department: _____

Tel: _____ Fax: _____ Email: _____

COURSE DATE: 1 day Effective Office Skills for Administrative Support Staff - SGD450 (NETT)

METHOD OF PAYMENT (Please tick the relevant boxes)

- | | | |
|--|--|---|
| <input type="checkbox"/> By Cheque (for local participants only) | Cheque made payable to
'Centre for Behavioral Science Pte Ltd | <input type="checkbox"/> Request for Invoice
(30 days credit term) |
| <input type="checkbox"/> By Bank Transfer | Centre for Behavioral Science Pte Ltd
OCBC Bank, Orchard Branch
Account Number: 508-763661-001 | <input type="checkbox"/> E-Invoice Sub Bu No
_____ |
-

ORGANISATION DETAILS

Organisation: _____

Address: _____

Contact Person: _____ Designation: _____

Tel: _____ Fax: _____ Email: _____

I understand and accept the terms and conditions stated below.

Signature & Date: _____ Company Stamp: _____

Please print out and send us the completed registration form

- Fax: (65) 6278 9758
- Mail: Program Manager
Centre for Behavioral Science Pte Ltd
1003 Bukit Merah Central, #06-13 Inno Centre, Singapore 159836

TERMS AND CONDITIONS

- Registration will only be confirmed upon receipt of registration form and full payment.
- All cancellation will carry a SGD 200.00 administration fee.
- No refund can be made for cancellation less than 14 days prior to the event date.
- Centre for Behavioral Science Pte Ltd, reserves the right to cancel or postpone the course/seminar due to unforeseen circumstances and also the right to reject any registration. A full refund of course/seminar fee will be made to you.