

**WORKSHOP TITLE:** \_\_\_\_\_

## PARTICIPANT'S DETAILS

Name (Prof/Dr/Mr/Mrs/Miss/Mdm): \_\_\_\_\_

Organization: \_\_\_\_\_

Designation: \_\_\_\_\_ Department: \_\_\_\_\_

Tel: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

## PARTICIPANT'S DETAILS

Name (Prof/Dr/Mr/Mrs/Miss/Mdm): \_\_\_\_\_

Organization: \_\_\_\_\_

Designation: \_\_\_\_\_ Department: \_\_\_\_\_

Tel: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

## METHOD OF PAYMENT *(Please tick relevant boxes)*

- By Cheque (for local participants only)
- By Bank Transfer
- E-Invoice via Vendors@Gov Sub-BU No: \_\_\_\_\_

## BILLING DETAILS

Organization: \_\_\_\_\_

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

- Email: [training@aventisglobal.edu.sg](mailto:training@aventisglobal.edu.sg)
- Mail: 100 Orchard Road, #04-100 Concorde Hotel, Singapore 238840
- For Assistance, please kindly contact the Training Manager @ **6720 3333** | [training@aventisglobal.edu.sg](mailto:training@aventisglobal.edu.sg)

### TERMS & CONDITIONS

- Registration will only be confirmed upon receipt of the registration form.
- Participant will need to make full payment of the event fee / no refund can be made for cancellation less than 14 days prior to the event date.
- All cancellation made 14 days before event carries a SGD 200.00 administration fee.
- Aventis Learning Group Pte Ltd reserve the right to cancel or postpone the course/ seminar due to unforeseen circumstances and also the right to reject any registration.