



WORKSHOP REGISTRATION FORM

Dear Participant,

Thank you for your registration. Please indicate your preferred workshop and date(s).

We look forward to meeting you soon. Thank you.

- Date of workshop(s): _____
- Workshop Title: _____
- Purchase of Book - HR Practitioner's Guide to Employment Law (\$70) : Yes / No (Please circle)

Note :

- 1) A group discount of 10% will apply with any sign up of two workshops
- 2) A group discount of 15% will apply with any sign up of three or more workshops
- 3) Where group discount are offered, participants must sign up collectively.
- 4) Workshop fee is inclusive of lunch and two tea breaks.

VENUE DETAILS

HR Law Academy Training Centre

Park Mall, 9 Penang Road, #13-14, S (238459)

Or

Singapore Management University

90 Stamford Road, S (178903)

PARTICIPANT DETAILS

Please write name legibly for certificate of attendance.

Participant 1:

Name:
Designation:
Email:
Tel / hp:

Participant 2:

Name:
Designation:
Email:
Tel /hp :

CONTACT PERSON (FOR BILLING PURPOSES)

Name:
Designation/Dept:
Company:
Telephone:
Email/Fax:
Billing Address:

Company Stamp

WAYS TO REGISTER

To register for the workshop, please email or fax this form to:

Email : registration@hrlawacademy.com.sg

Fax : (65) 6659 5662

Tel : (65) 6659 5919

PAYMENT METHODS

() CHEQUE

Please mail a crossed cheque payable to:

'HR Law Academy Pte Ltd'

Address: 33 Ubi Avenue 3 #07-10, Vertex, Tower B, S(408 868)

() BANK TRANSFER

Bank : OCBC, Bank Code: 7339, Branch No: 588

Acct No: 094060001

TERMS AND CONDITIONS

1. Registration will be confirmed upon receipt of your completed registration form.
2. Full payment must be made before the date of the workshop.
3. If you are unable to attend the workshop, a substitute is welcome at no extra charge.
4. For cancellations received in writing more than 2 weeks prior to the workshop, a full refund less \$50 admin charge will be made.
5. Regrettably, no refund can be made for cancellations less than 2 weeks prior to the workshop and the fee will remain payable in full.
6. A complete set of workshop materials will be given.
7. All speakers and topics are correct at the time of printing. HR Law Academy reserves the right to substitute speakers and cancel or alter the content and timing of the workshop for reasons beyond its control.
8. HR Law abides by the Personal Data Protection Act (PDPA) and HR Law Academy's PDPA policy (as stated in our website) applies.

Secure Your Interest Now! Call 6659 5919 or email : enquiries@hrlawacademy.com.sg, website: www.hrlawacademy.com.sg