



SBIC SERVICES SDN BHD

ENROLLMENT FORM

(Attention: Miss Shireen M. Soosay) Fax No : 03 7725 8937 Email: shireen@sbiconsult.com

A. CUSTOMER DETAILS

ORGSN. NAME: _____ CONTACT: _____
 ORGSN. ADD. : _____ DESIGNATION: _____
 _____ TEL & FAX: _____
 _____ E-MAIL ADD: _____

B. COURSE DETAILS

PROGRAMME TITLE: _____	DATE(S): _____	NO. OF PAX: _____	PRICE/PAX(RM): RM _____
			TOTAL (RM): _____
			RM _____

C. PARTICIPANTS DETAILS

NAME(S):	DESIGNATION & E-MAIL ADDRESS:
1 _____	_____
2 _____	_____
3 _____	_____
4 _____	_____
5 _____	_____
6 _____	_____
7 _____	_____
8 _____	_____

How did you know of this training? Please tick the relevant box below.

SBIC Services Representatives
 Website
 Referred By
 Email / Fax
 Others
 Please specify: _____

D. TERMS & CONDITIONS

- Full course fees must be paid prior to commencement of the programme unless credit terms have been pre-arranged.
- Payment at least two weeks (2) prior to the training date. Payments can be made either:
 via cheque, payable to **SBIC Services Sdn Bhd**
 or
 via transfer into our **PUBLIC BANK BERHAD, Account No: 3119354411**.

 For payment via direct debit, please **fax banking-in slip to 03-7725 8937** as payment acknowledgment.

 Upon reception of the enrollment form will be considered as a confirmation for the training.
- SBIC Services Sdn Bhd reserves the right to charge full course fees upon customer cancellation /rescheduling made within five working days prior to commencement of the programme.**

E. CUSTOMER INFORMATION

Agreed & Accepted:

 AUTHORISED SIGNATURE:

 NAME:

 DESIGNATION:

 STAMP:

 DATE:

1. REGISTRATION

Complete this form & fax to: 03 7725 8937

SBIC SERVICES SDN BHD

HQ: 11- B, Jalan SS21/60, Damansara Utama, Uptown
 47400 Petaling Jaya, Selangor D.E, MALAYSIA

2. TRAINING HOURS

9.00am – 5.00pm; Breaks 10.30am; 12.30 – 1.30pm & 3.30pm

SBIC SERVICES SDN BHD

Training Centre / Venue:

MANAGEMENT OFFICE:

11- B, Jalan SS21/60, Damansara Utama, Uptown
 47400 Petaling Jaya, Selangor D.E, Malaysia

Tel: 603 – 7725 8927 Fax: 603 – 7725 8937