



SINGAPORE
PRODUCTIVITY
ASSOCIATION

APPLICATION FORM

TEAM EXCELLENCE PROBLEM SOLVING TOOLS & TECHNIQUES COURSE

A. COMPANY DETAILS		
Name of Company		Address
Department	Method of Payment (Select Accordingly): <input type="checkbox"/> E-Invoice (SUB BIZ UNIT:) <input type="checkbox"/> Hard Copy Invoice	
Management Representative / Designation		
Telephone / Mobile	Fax	Email
Alternative Contact Person / Designation		
Telephone / Mobile	Fax	Email
I hereby declare that the information provided here and in the attached sheets is complete and true. I understand that SPA reserves the right to verify the information submitted with relevant agencies.		
_____		_____
<i>Date</i>		<i>MR's Signature</i>

Organised and Managed by:



SINGAPORE
PRODUCTIVITY
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B. PARTICIPANTS PARTICULARS

N	DESIGNATION	NAME OF PARTICIPANTS	CONTACT NUMBER	EMAIL ADDRESS	DATE
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					

C. REGISTRATION FEE PAYABLE	
Categories	Fee
TE Problem Solving Tools & Techniques Course Fee	S\$390 per pax (rate is subject to prevailing GST)
Total Amount Payable (S\$)	

***Cancellation Policy**

Any cancellation of registration must be notified by email to SPA at customersvc@spa.org.sg. For cancellation received 15 working days or more before the day of the workshop: SPA will refund the fees less an administration charge of 10% of the fee. For cancellation received less than 15 working days before the day of the workshop or “no show” on event day: There will be no refund. Replacement of participant is allowed.



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Singapore Productivity Association
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