



SINGAPORE  
PRODUCTIVITY  
ASSOCIATION

## APPLICATION FORM INNOVATION & QUALITY CIRCLES (IQC) ASSESSMENT COURSE

### A. COMPANY DETAILS

Name of Company

Address

Department

Method of Payment (Select Accordingly):

E-Invoice (SUB BIZ UNIT:        )

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.

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*MR's Signature*

**B. PARTICIPANTS PARTICULARS**

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

<b>C. REGISTRATION FEE PAYABLE</b>		
Categories	Fee	No. of participants
IQC Assessment Course Package	S\$300 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.***

Organised and Managed by:



SINGAPORE  
PRODUCTIVITY  
ASSOCIATION

Singapore Productivity Association  
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