

**PARTICIPANTS PARTICULARS (Please write clearly):**

<b>Name / Account Code :</b>	Mr / Mrs / Mdm / Ms / Dr		Account Code:
<b>NRIC / Passport No :</b>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<b>Address :</b>	<input type="text"/>		
<b>Contact No :</b>	Office:	Mobile:	
<b>Email Address :</b>	<input type="text"/>		
<b>Payment :</b>	Bank Name/Cheque No:	Amount: S\$	
<b>Applicant's Name/ Signature :</b>	<input type="text"/>		Date:

**TRAINING SCHEDULE:**

No	Topics	Date/Time	Fee (S\$)	Please √
1	"Rewind and Fast Forward 2012" and "An aesthetic outlook of the business environment in the Year of the Dragon 2012 (fengshui talk)	<b>10 Feb</b> 1.30pm to 5.30pm	20	
2	All about foreign workers insurance in Singapore	<b>23 Mar</b> 1.30pm to 5.30pm	20	
3	Understanding Work Injury Compensation Insurance	<b>13 Apr</b> 1.30pm to 5.30pm	20	
4	A comprehensive understanding on Claims Management.	<b>4 May</b> 1.30pm to 5.30pm	20	
5	"Back to Basic" - Property Insurance.	<b>6 Jul</b> 1.30pm to 5.30pm	20	
6	Dynamics of High Performance.	<b>27 Jul</b> 1.30pm to 5.30pm	40	
7	Pro-Activity to Productivity – Leading for Performance.	<b>3 Aug</b> 1.30pm to 5.30pm	40	

**ENROLLMENT PROCEDURES AND CONDITIONS**

- Applicant can enroll for any or all the programs/courses mentioned in the Training schedule unless otherwise indicated.
- Priority will be given to our active producers and where we are their Primary Principal.
- Enrollments of the programs/courses are on a "first-come-first-serve" basis and at our discretion.
- Completed enrollment form and the program schedule indicating the courses the applicant wish to sign up, together with a cheque for the full payment of the registration/administration fee made payable to Liberty Insurance Pte Ltd, must be forwarded to :  
**LIBERTY INSURANCE PTE LTD, 51 Club Street, #05-00 Liberty House, Singapore 069428.**  
**Attention: Mr Johan Koh, Business Development Department.**
- Registration will only be confirmed upon receipt of the completed enrollment form and with full payment.
- Refund of the registration/administration fee is **STRICTLY NOT ALLOWED** for any absence or cancellation.
- To ensure that the participants sit through the duration of the training they must clock in and clock out in our prescribed register. Also, please note that to avoid disruption whilst the training is in progress, participant who is more than half an hour late will **NOT BE ALLOWED ADMISSION.**
- The prescribed Continuous Professional Development (CPD) hours will be awarded on successful completion of the program/course. Where applicable, participants must achieve at least 75% attendance.
- Liberty Insurance Pte Ltd reserves the rights to change, substitute, vary or modify the program/course contents, venue, timing, speakers/trainers without prior notification.