LTA Academy - Course Registration Form

Course to register Please register me to attend the following course:

Course Title: BCA-LTA Green Mark for Rapid Transit System

Course Code: IDM110412 Course Date: 19 May 2011

Particulars of participant

Name*: Country*: Telephone:
Job Title: Number of persons attending:
Department: (If more than one, please attach particulars.)
Organisation*: Organisation*: Professional body (Singapore only):
Email*: Professional registration no.:

Contact person for billing purpose (if not the participant)

Name: Telephone:
Department: Fax:
Email :

Payment
Amount of SGD* (S$):

Pay by (please tick ✓ against box)*:
☐ I enclose my Cheque/Draft payable to "Land Transport Authority". Cheque number is:
☐ I am paying by bank transfer: copy attached, and the bank draft number is:
☐ I am eligible for discount and the amount paid is after discount (see Terms & Conditions)

Sign and register

Authorised signature: I send signed and completed form, together with payment, by (please tick):
☐ Mail to LTA Academy, No.1 Hampshire Road, Singapore 219428, Republic of Singapore
☐ Fax to (65) 6396 1585
☐ Email to LTAAcademy@lta.gov.sg (to attach completed form)

Date:

Method of payment

All payment should made in Singapore dollars

- Payments by S$ bank draft or cheque should be made payable to: "Land Transport Authority", please quote course title and course code at the back of cheque.
- Payment by telegraphic transfer, in S$, must be made to:
  LAND TRANSPORT AUTHORITY; A/C No: 001-032012-2 (SGD)
  Bank Code: 7171; Branch Code: 001; Bank Name: DBS Bank Ltd
  Bank Address: 6 Shenton Way, DBS Building Tower 2, Singapore 068809
  Swift BIC (Bank Identifier Code): DBSSSGSG
- GST registration number : M4-0006529-2

Enquiries:
Mr. Sian Chean Chin Tel: (65) 6396 1570, Email: chean_chin_sian@lta.gov.sg or LTAAcademy@lta.gov.sg

Terms and Conditions

Withdrawals/Refunds of Fees
1. Notice of withdrawal must be given in writing, policy on refund of course fee is as follows:
   - More than 14 working days before the commencement date: Full refund
   - Less than 14 but more than 7 working days preceding commencement: 50% refund
   - Within 7 working days before the commencement date: No refund

Fee Discount
2. See our programme brochure for eligibility for fee discount or checked with approved professional organisations in Singapore. LTA Academy reserves the right not to register you if LTA Academy cannot verify your membership with the stated society/organisation or if you do not provide the membership no.
3. You shall pay the remaining amount if LTA Academy is unable to verify your membership with the stated society.

Late interest payment charges
4. LTA Academy reserves the right to charge you interest for all late payments. The late interest payment charge shall be at 2% p.a. above the average prevailing prime rate of the local banks as determine by the Authority at the time it is levied.