

Directors-in-Dialogue: Wise Power in Governance

20 March 2018 | 8.30 am to 3.00 pm | Singapore

Kindly fill in all the fields below and return a signed copy of your completed forms to us.
For enquiries, please email programmes@hcli.org, or your client engagement representative.

A. Professional/ Business Information

Salutation Family Name Given Name Preferred Name (for name badge)

Gender Nationality

Sponsoring Organisation Board Title / Designation

Business Correspondence Address Office Phone Number (incl. country code)

Business Mobile Number

Business Email

Other Current Board Appointments (please attach a separate sheet if necessary)

Organisation	Board Position (Chair/Member)
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

Dietary Restriction (if any)

B. Person liaising on participant's behalf (where applicable)

Name Designation/Title Organisation

Business Email Office Phone Number (incl. country code)

C. Payment Details

The fee payable for this programme is **S\$3,103.00** inclusive of GST, programme materials and refreshments.

Kindly indicate your payment mode:

By Cheque

By Telegraphic Transfer

Via Vendor@Gov

Cheques should be crossed and made payable to "**Human Capital Leadership Institute Pte Ltd**", accompanied by a copy of the completed registration form.

For Telegraphic Transfer (All applicable bank charges to be borne by the remitting party):

Account Name: Human Capital Leadership Institute Pte. Ltd.

Bank: DBS Bank Ltd

Branch /Account Number: 7171-003-925396-6

SWIFT Code: DBSSSGSG

Please advise whom we should address our invoice to:

Name	Designation/Title	Organisation
<input type="text"/>	<input type="text"/>	<input type="text"/>
Business Correspondence Address	Business Email	Office Phone Number (incl. country code)
<input type="text"/>	<input type="text"/>	<input type="text"/>

D. Terms & Conditions

ADMISSION AND PAYMENT POLICY

- (i) HCLI reserves the right to refuse admission if payment is not received in full before the programme commencement.
- (ii) Fees will be charged accordingly if a participant fails to attend the programme without notice after application.

CANCELLATION POLICY

- (i) HCLI must be informed in writing of cancellations (if any). The following charges apply for all cancellations:
 - a. Up to 6 weeks before programme - No charge; full refund of the programme fee
 - b. 6 weeks to 2 weeks before programme - 50% of programme fee will be charged
 - c. Less than 2 weeks before programme - 100% of programme fee will be charged
- (ii) A candidate who is unable to attend can be substituted on the same programme without incurring any fees. The substitute needs to apply and be admitted.
- (iii) All details of the programme are correct at the time of printing. HCLI reserves the right to cancel or postpone the programme, change the venue or any of the other details published. A full refund will be given in the event HCLI cancels the programme.

INTELLECTUAL PROPERTY

Participants agree to respect all intellectual property rights in the programme, including the programme structure, content, materials and proceedings.

DATA PROTECTION AND USE OF PERSONAL DATA

By submitting this application form to Human Capital Leadership Institute Pte Ltd, you agree that:

- (i) Any personally identifiable data that you have provided to us may be:
 - a. used by us for the organisation and administration of our programmes (including profile preparation in connection with the programme, where applicable);
 - b. used and retained by us for communicating with, and informing you about our activities and programmes (by post, email, or telephone); and/or
 - c. disclosed by us (only relevant personal data as necessary) to service providers or partners that we may engage in connection with the programme.
- (ii) Any photographs, testimonials and/or videos of you that are taken during the course of the programme can be reproduced and may be used by Human Capital Leadership Institute Pte Ltd through various media unless otherwise requested.

If you would like to request access to, or to correct, or to withdraw consent to our use of your personal data, or if you have questions on how HCLI deals with personal data, please send an email to the programme organiser at programmes@hcli.org.

DECLARATION BY APPLICANT

I declare that the information given above is factually correct, and that I meet all the admission requirements for this programme.

I agree to respect all intellectual property rights in the programme, including programme structure, content, and materials.

By submitting the form, I, the applicant, accept the terms and conditions of HCLI.

	(signature above the line)
Full Name	<input type="text"/>
Date	<input type="text"/>