



**BUSCAT Sdn Bhd.**  
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**SHORT COURSE REGISTRATION FORM**

Course Title : .....

Date : .....

**REGISTRATION DETAILS**

Participants Name	Designation	IC No.

Please register the above participant (s) for the above course. I / we understand that the fee is not refundable but substitution of participants is allowed. If I / we fail to attend the course, I / we will settle the registration fee in full. Payment should be made **1 week before** the course. Crossed cheque made payable to **“BUSCAT SDN. BHD”**. Or **Bank In to Maybank AC: 562263013477**.

Only written cancellation will be accepted :

- a) 5 working days before the event full refund less RM 100 administration fees.
- b) 3 working days before the event – 75% refund / 25% cancellation fee
- c) 2 day prior the event – No refund / full amount will be invoiced.
- d) Substitute can be accepted with no extra charge. Please fax in for substitute.

We reserved the right to change the date or venue, and to cancel the training program should circumstances beyond our control arise. We shall inform the participants of the changes.

Submitted by:

Name: .....

Designation: ..... E-mail : .....

Company: .....

Address: .....

Tel : ..... Fax: .....

Date : .....

Signature & Company's Stamp.