



Medical Guardian Pte Ltd Reservation Form

Course		Talk		Seminar		Workshop	
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Note: Please tick the appropriate box

Please fill details below:

<u>Title programme:</u>	<u>Reference:</u>	<u>Number (Pax):</u>	<u>Date:</u>
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Note: Please indicate the date this programme is booked for.

Your Contact details:

Company Name:	Company Address:	Contact Person:	Contact no:	Email:

Any queries, please indicate below:

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Instructions:

- All Reservations must be accompanied by payment before it will be processed.
- Half Payment is required on booking.
- Full payment must be received by the company as cleared funds before the date of the scheduled programme.
- For cheque payments, please fill box below.
- Medical Guardian Pte Ltd will only provide a written confirmation via email or in writing once full payment is received as cleared funds.
- For postal reservation & payment, please allow 10 working days minimum between booking & date of programme.
- Half deposits will not be refunded in case of cancellation by the attendee.
- Full course fee will not be refunded in case of cancellation by the attendee.

<u>Cheque Ref no:</u>	<u>Any reference:</u>	<u>Signed by:</u>	<u>Date:</u>	<u>Date Received :</u>
				<u>Date Approved:</u>

Postal Address:

Medical Guardian Pte Ltd, 1 Raffles Place, #044-01A, One Raffles Place, Singapore 048616

Admin:

<u>Date Received:</u>	<u>Date Approved:</u>	<u>Misc:</u>

Reservation