

Asia Finance Shared Services and Outsourcing Summit 2012

Accountants for Business: Sourcing Excellence in Finance

15 May 2012 | 9am – 5pm | One World Hotel, Petaling Jaya, Malaysia

For further information, visit www.accaevents.com.my/key-events**PARTICIPANT'S DETAILS**

Full Name (Dr/Mr/Mrs/Ms)

Designation

Mobile No

Email

Professional Body

Membership No

 Vegetarian Meal (please tick if applicable)

Concurrent sessions (please select ONE only)

 Finance Transformation – plotting your path to shared services and managing the change process Optimising the Model**PARTICIPANT'S DETAILS**

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Organisation

Contact Person

Email

Address

City

Postcode

Country

Office No

Fax No

Signature and Company Stamp

REGISTRATION FORM FOR INTERNATIONAL DELEGATES

PAYMENT DETAILS

Registration fee (International Delegate)

	Early Bird (ending 31 March 2012)	Normal
Fees	RM900 (USD300)	RM1,050 (USD350)
Number of pax		
Total	RM	

PAYMENT BY

CREDIT CARD

Card Type Visa MasterCard

Card No _____ Expiry Date _____

Cardholder's Name (as it appears on credit card) _____

I hereby authorise ACCA Malaysia Sdn Bhd to debit my credit card for the total amount of RM _____

Cardholder's Signature _____

Date _____

TELEGRAPHIC TRANSFER

Swift bank transfer must be made without charges to the beneficiary and payable to "ACCA Malaysia Sdn Bhd" in RM/USD (equivalent to RM payment)

Bank Name: Malayan Banking Berhad

Bank Address: Level 1 & 2 Menara IMC Letterbox No 92 8 Jalan Sultan Ismail 50250 Kuala Lumpur

Account No: 5146 0016 2689

Swift code: MBBEMYKL

IMPORTANT

- Please include a copy of the bank transfer with the registration form as evidence of payment. ACCA Malaysia is not responsible for payments not submitted as stated above.
- Bank charges are to be borne by payee

ENQUIRY AND REGISTRATION

Completed form and payment details are to be submitted by 1 May 2012 to

ACCA Malaysia Sdn Bhd, 27th Floor Sunway Tower, 86 Jalan Ampang, 50450 Kuala Lumpur, Malaysia

Contact person: Grace Lee

Telephone: +6 03 2182 3607

Email: cpd.acca@my.accaglobal.com

TERMS AND CONDITIONS

Fees and Payment

- Fee must be paid prior to the Summit and is made payable to ACCA MALAYSIA SDN BHD in Ringgit Malaysia (RM)
- Registration fee is inclusive of Summit materials, certificate of attendance, lunch and refreshments
- Acknowledgement of registration will be issued within 5 working days upon receipt of the completed registration form
- Seat confirmation for registered delegates will only be issued upon receipt of payment on first pay, first served basis
- Registration form is treated as an official invoice and no further invoice will be issued

Cancellation and substitution

- Upon successful registration, cancellation is not allowed
- Substitution is allowed upon appropriate written notification and is subject to fee differential. Any differential in fee should be paid at least 5 working days prior to the Summit
- No refund is allowed for delegates who are absent on the day of the Summit

Event

- ACCA reserves the right to cancel or alter any part of the event due to circumstances beyond its control without prior notice to the conference delegates
- Upon signing this form, you are deemed to have read and understood the terms and conditions and therefore, accepted the terms contained herein