

## **ADMINISTRATIVE DETAILS**

### **CORPORATE SERVICE PROVIDERS CONFERENCE 2017 CSPs – Trends in Compliance Management in the Digital Economy**

Day/Date	:	Friday, 26 May 2017
Venue	:	Padang and Collyer Ballroom, Raffles City Convention Centre, 80 Bras Basah Road, Singapore 189560
Time	:	0900 hrs to 1700 hrs
CPD hours	:	Seven (7) CPD hours to all the participants
Target Participants	:	RFAs, RQIs, Compliance Officers and Others in Equivalent Position

#### **CONFERENCE FEE**

**\$481.50 INCLUSIVE OF 7% GST / PER PAX**

**EARLY BIRD SPECIAL OFFER from 5 April to 12 May 2017  
Terms and Conditions Apply**

Attendees will receive:

- i. Conference Pack
- ii. 3-Week of CSIS-Thomson Reuters e-Learning Anti Money Laundering
- iii. E-book – Practical Guide to Company Secretarial Obligations in Singapore

**Please provide a valid participant's email address for item ii and iii. Full Payment must be received by 12 May 2017 to be entitled for this offer.**

**REGISTER from 13 May 2017**

Attendees will only receive a Conference Pack

#### **CERTIFICATE OF ATTENDANCE AND CPE POINTS**

Participants will be presented with a Certificate of Attendance upon full participation of the conference. This conference awards 7 CPE hours.

#### **REGISTRATION**

- Time: Registration Begins: 7.45am, Start Time: 9.00am and End Time 5.00pm
- Tea Breaks and Lunch: Two tea breaks and one lunch will be included.
- The food served at the conference is not Halal-Certified, but there will be no pork and lard.
- Closing Date: Friday, 19 May 2017.

#### **SECRETARIAT**

**Chartered Secretaries Institute of Singapore (CSIS)**

- Email: [events@csis.org.sg](mailto:events@csis.org.sg)
- Fax: 6334 4669
- Address: CSIS, 149 Rochor Road, #04-05 Fu Lu Shou Complex, Singapore 188425
- Enquiries: Nurul, Tan Rui Ting and Azian at (+65) 6334 4302

## **TERMS & CONDITIONS**

Upon receipt of a completed registration form, a seat will be reserved for the participant and full payment will be charged upon CSIS issuing a confirmation and tax invoice.

- No refunds will be made if the participant cancels the registration or fails to attend the conference.
- Payment must be made upon receipt of the issued tax invoice.
- Please ensure that the cheque should be made payable to "**CSIS**" and send to 149 Rochor Road, #04-06 Fu Lu Shou Complex, Singapore 188425.

## **WITHDRAWAL/REPLACEMENT PARTICIPANT**

For withdrawal of participation, after the conference confirmation email has been sent out to the participant(s), there will be NO withdrawal/refund. The participant(s) (personal registration) or the endorsing organisation (company sponsored) has to pay the full conference fees to CSIS.

An administration fee of \$53.50 will be impose for any changes to the invoice or receipt.

## **CANCELLATION**

CSIS reserves the right to change the date, time, and venue or cancel the conference owing to unforeseen circumstances.

## **FUNDING - PRODUCTIVITY AND INNOVATION CREDIT (PIC)**

### **[Company Sponsored]**

The PIC scheme was introduced by the Inland Revenue Authority of Singapore (IRAS) to encourage productivity and innovation activities in Singapore. Companies eligible for the PIC Scheme can claim 400% Tax Deduction, or 60% Cash Payout of the conference fee (net of government grant or subsidy).

**For more information, please refer to:**

<https://www.iras.gov.sg/irashome/Schemes/Businesses/Productivity-and-Innovation-Credit-Scheme/#title5>