

ADMINISTRATIVE DETAILS

CORPORATE SERVICE PROVIDERS CONFERENCE 2018 CSPs - The Nexus of Compliance

Day/Date	:	Friday, 11 May 2018
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

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, 4th May 2018

SECRETARIAT

Chartered Secretaries Institute of Singapore (CSIS)

- Email: 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, Azian and Koh Han Ming 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.
- There will be an administrative fee of \$50.00 (subject to prevailing GST) for the revision of tax invoice or withdrawals.
- Admittance will not be permitted unless payment is received before the conference.

WITHDRAWAL

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

CANCELLATION

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