

## COURSE REGISTRATION (COMPANY)

PLEASE FILL ALL DETAILS IN BLOCK LETTERS  
(List details of trainees on attach page)

For Official Use

Batch No:

Course Title: \_\_\_\_\_

Course Start Date: \_\_\_\_\_ Mode of Instruction: \_\_\_\_\_

### PART A: COMPANY PARTICULARS (FOR COMPANY SPONSORED TRAINEES)

Company Name: \_\_\_\_\_

Company Address: \_\_\_\_\_

\_\_\_\_\_ Singapore: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Designation: \_\_\_\_\_

Office No: \_\_\_\_\_ Mobile No: \_\_\_\_\_ Email ID: \_\_\_\_\_

### PART B: DECLARATION

The sales / training personnel from the training provider informed us on course entry requirements and fees for this course. We affirm that all information given by the trainees in this registration form and attached photocopy of official document is **true and accurate** to the best of our knowledge. The trainees have not deliberately omitted any relevant fact. We understand any false or misleading declaration shall make the trainees liable for disqualification, or if already admitted, for expulsion from the program **without any refund of fees paid**. We agree to comply and abide by the decision of EuroSAFE Associates Pte Ltd concerning this application.

\_\_\_\_\_  
Name & Signature / Date  
(Authorized / Designated Company Personnel)

\_\_\_\_\_  
Company Stamp

### PART C: FOR OFFICIAL USE ONLY

Payment in: CASH / NETS / CHEQUE / CREDIT CARD

Bank / Cheque Number: \_\_\_\_\_ Invoice Number: \_\_\_\_\_

Referral: YES / NO Name: \_\_\_\_\_

Remarks:

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## TERMS AND CONDITIONS

1. Trainee is to select the correct, suitable language and medium of instruction (if any) for the course during enrollment. EuroSAFE Associates Pte Ltd will not be liable for any error due to enrolling the incorrect language medium.
2. The course schedule selected is subjected to confirmation. EuroSAFE Associates Pte Ltd reserves the rights to withdraw or re-schedule class without prior notice. Venue and room are subject to changes.
3. All course fees are subject to GST (Goods and Services Tax).
4. For payment by cheque, it shall be made payable to “EuroSAFE Associates Pte Ltd”
5. All transfers are considered on case –by case basis. An administrative charge of \$10.00 will be imposed for all approved transfers. All transfer request to be made 2 weeks before course date.
6. The amount refundable is based on the date of withdrawal as follows:

Period	Amount
7 working days prior to course commencement date	100% refund of fees
3 - 6 working days prior to course commencement	50% refund of fees
2 or less working days prior to the course commencement date	No refund

7. Examination and Assessment:
  - Trainees are advised to be punctual on the day of class / assessment. Late participants may be barred from taking the examination / assessment.
  - If trainee is found cheating, trainee will be barred from the examination / assessment, and EuroSAFE Associates Pte Ltd reserves the rights to take necessary actions.
8. Certificate/Card collections:
  - Trainee who passes the assessment shall collect their certificate / safety pass within **1 month** after the notification of collection. If certificate / safety pass is not collected, it will be destroyed without prior notice.
9. For all funded/non-funded courses, Individual or company is required to reimburse EuroSAFE Associates Pte Ltd the full course fee should the trainee fail to
  - (a) Achieve at least attendance requirements and/or
  - (b) Pass the exam/Competent in assessment
  - (c) no show for class.
10. SDF Funding:
  - For first timer without SDF account, company need to be register for a new company profile at EPJS at ([www.tpgateway.gov.sg](http://www.tpgateway.gov.sg))
  - SSG Terms and Conditions apply
11. Training Venue As per scheduled. In the event of a change in the scheduled venue, every attempt will be made to communicate this change to the trainee.
12. EuroSAFE Associates Pte Ltd is committed on maintaining the confidentiality of applicant’s personal information and undertakes not to reveal any of the applicant’s information to any 3rd party without prior written consent of the applicant.

**For further information and enquiry, please contact us:**

**Mailing Address:** 7 Soon Lee Street, #03-08 iSpace, Singapore 627608

**Telephone:** +65 6610 6320

**Email Address:** [admin@eurosafe.com.sg](mailto:admin@eurosafe.com.sg)

**Website:** [www.eurosafe.com.sg](http://www.eurosafe.com.sg)

## COURSE REGISTRATION (COMPANY)

Course Title: \_\_\_\_\_

Course Start Date: \_\_\_\_\_

S/No	Full Name (as per ID)	NRIC/ FIN/ IPA	Occupation	Qualification*	Mobile No
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

**\* Please attach photo copies of relevant certificates / qualifications base on course pre-requisite.**