

CONFIRMATION SHEET

OPERATIONAL RISK MANAGEMENT TRAINING

April 28-29, 2017 (Friday-Saturday), Gov. Licaros Hall, RBAP Bldg.,
A. Soriano Ave. cor. Arzobispo St., Intramuros, Manila



Contact RBRDFI Training Officers

Mr. Ace M. Calang /Ms. Grace Dimapilis / Ms. Jesica Cepeda

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Name	Designation	Nick-name	Degree and Year Graduated
1.			
2.			
3.			

_____ Date: _____
(Printed Name and Signature)

Designation: _____ Rural Bank : _____
Telephone: _____ Province : _____
Mobilephone: _____ Email Add : _____

Total Amount Due
Ph _____

TRAINING POLICIES

Reserve first and wait for the confirmation on the slot, prior to depositing the Seminar Fees, booking ticket (airline) and securing accommodations. RBAP-RBRDFI will not be responsible for any damage caused by unconfirmed reservation (s). Once reservation is FULL, RBAP-RBRDFI has the right to refuse of participation or reimbursement on any damage (s) brought by unconfirmed reservations.

Deadline for submission of confirmation sheet is not later than **April 21, 2017.**

- 1.** Reservation via telephone is accepted. However, Registration Form and fee must be settled 10 days prior the seminar date or **April 07, 2017.** Otherwise, reservation is considered cancelled.
- 2.** Cancellation Policy: - This will apply to non-subsidized training fee.
 - *10 days prior the seminar date is a FULL REFUND of the registration fee.
 - *3 days prior to the seminar date is a 50% of the registration fee
 - *Participants who have paid but failed to show up are entitled to a 50% rebate of the registration fee.
 - *Special cases (health, accident etc.), kindly coordinate with RBRDFI staff for refund procedures and requirements.

Effective January 02, 2017, an Administrative Fee of Ph500.00 is deducted to all cancellations and refund requests. The Ph500.00 charge is to cover the cost on check preparation and other administrative expense related to.