

CONFIRMATION SHEET

SIGNATURE VERIFICATION, BANK FRAUD AND FORGERY DETECTION SEMINAR

March 08, 2018 (Thursday), Gov. Licaros Hall, RBAP Bldg.,
A. Soriano Ave. cor. Arzobispo St., Intramuros, Manila



Contact RBRDFI Training Officers
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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 and confirm the slot first, before 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 the reservation is FULL, RBAP-RBRDFI has the right to refuse of participation or reimbursement on any damage (s) brought by unconfirmed reservations.

Deadline to submit Confirmation Sheet is not later than **March 02, 2018**.

1. Reservation via telephone is accepted. However, Confirmation Sheet and fee must be settled 10 days before the seminar date or **February 28, 2018**. Otherwise, reservation is considered cancelled.

2. Cancellation Policy:

i. 10 days prior the seminar date is a FULL REFUND of the registration fee, less admin service fee (P500)

ii. 3 days prior to the seminar date is a 75% Refund, less admin service fee

iii. Cancellation during seminar with notification to the secretariat is entitled to a 50% Refund, less the admin service fee.

iv. Participants who failed to attend without notifying the secretariat are considered no-show and are not entitled to refund.

**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 shall be deducted to all cancellations and refund requests. The Ph500.00 charge is to cover the cost of reservation and