

**PROGRAMME INFORMATION**

**Programme** : PSMB 2012 Conference & Exhibition  
**Date** : 11 & 12 September 2012  
**Venue** : Sunway Pyramid Convention Centre (SPCC)  
**Registration Fee** : RM700 per participant  
                               : RM650 per participant (Registration before 30<sup>th</sup> June 2012)  
                               \* Registration fee does not include accommodation

**EMPLOYER'S DECLARATION FOR LEVY DEDUCTION**

NO.	NAME	I/C NO.	DESIGNATION	VEGETERIAN (/)
1				
2				
3				

**CONTACT DETAILS**

<b>Contact Person</b>	
<b>Company Name</b>	
<b>Employer Code Number</b>	
<b>Address</b>	
<b>Telephone No.</b>	
<b>H/P No.</b>	
<b>Fax No.</b>	
<b>Email</b>	

**PAYMENT DETAILS**

**EMPLOYER'S DECLARATION FOR LEVY DEDUCTIONS**

I declare that the participant listed above is an employee of our company.

I, ..... (name) hereby agree that the conference fee amounting to RM ..... (Ringgit Malaysia .....) is to be debited from our levy account by PSMB. In the event above-mentioned participant fails to attend, PSMB reserves the right to debit the above fee.

Signature : .....

Name : .....

Designation : .....

\*(Chairman / General Manager / Manager / Executive) \*Delete where inapplicable.

**NON-EMPLOYER'S PAYMENT INFORMATION  
(TO BE FILLED BY INDIVIDUAL OR NON-HRDF REGISTERED COMPANY)**

Conference fee must be paid in advanced of the event. Walk-in participant with payment will be admitted on space availability basis. Cheque should be crossed and made payable to "NATIONAL HRD CONFERENCE" (RHB 2-14334-0000956-6)

- Cheque Number / Bank .....
- Cash (RM) .....
- LO .....

**TERMS AND CONDITIONS**

**REGISTRRTION INFORMATION**

- Registration fee is RM700 per participant and RM200 per undergraduate.
- Early Bird Registration fee is RM650 per participant until 30 June 2012.
- 5% Discount will be given for group registration with 3 or more participants (excluding undergraduates).
- Registration fee is inclusive of lunch, refreshment and conference materials. (Registration fee does not include accommodation)

**METHOD OF PAYMENT**

- Conference fee(s) must be made prior to the event and made payable in RINGGIT MALAYSIA (RM).
- Employer registered with PSMB may deduct conference fee from employer's levy account.
- Payment can be made by cash or crossed-cheque made payable to "NATIONAL HRD CONFERENCE"  
RHB 2-14334-0000956-6
- Please mail the payment together with the registration form.
- Confirmation of registration will be issued once payment received.
- No registration will be processed without full payment.
- For government official(s), a local order or letter of approval must be presented before the conference.

**SUBSTITUTION OR CANCELLATION**

- Substitution or cancellation is only allowed before you receive the confirmation letter and must be made in writing, via mail or fax before 1 September 2012.
- Any changes later than the date will not be entertained.

**DEADLINE FOR REGISTRATION**

- Due to limited seating capacity, acceptance to this conference will be treated on "first come, first serve" basis.

**CONFERENCE ATTIRE**

- Business casual.

**ACCOMMODATION**

- Hotel arrangements and reservation should be made directly to the preferred hotel and not to the conference organizer.

**PLEASE SEND OR FAX THIS FORM TO :**

Conference Unit  
 Pembangunan Sumber Manusia Berhad  
 Wisma PSMB, Jalan Beringin, Damansara Heights  
 50490, Kuala Lumpur  
 Tel: 03-2096 6056  
 Fax: 03-2096 4942 / 4943

Reference: **AINUR ASHIKIN HUSIN**