

Kindly fax the completed form to +65 6256 2220.

The Singapore Human Capital Summit 2009

“People Strategies for Asia”

29 – 30 September 2009, Raffles City Convention Centre, Singapore



Please log on to www.singaporehcs Summit.com for the most updated programme, list of speakers and to register for Summit. Limited seats are available, on first come first serve basis.

Kindly tick the boxes below for the Summit and/or the Award Forum that you will be participating in:

SINGAPORE HUMAN CAPITAL SUMMIT

29-30 September 2009

New registrant	:	S\$2,800 per participant
Group registration (2 or more persons from the same company)	:	S\$2,000 per participant
Referral by registered delegate	:	S\$2,000 per participant

SUMMIT FEE PER PERSON INCLUDES*:

- 1 invitation to the opening of the Summit and networking cocktail on 29 September 09
- 2-day conference pass including lunches and tea breaks on 29 & 30 September 09
- Full access to plenary sessions and concurrent seminars on 29 & 30 September 09

*Travel and accommodation are **not included** in the Summit fee

ASIAN HUMAN CAPITAL AWARD FORUM

28 September 2009, 1400 – 1730 hrs

Registration Fee	:	S\$100 per participant ⁺
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⁺Registration for the Asian Human Capital Award Forum is opened to non-delegates of the Singapore Human Capital Summit 2009. Limited seats are available, on first come first serve basis.

For registrants of Asian Human Capital Award Forum, please fill in Section 1 & 6 only.

Dress Code for Summit and Forum: Business Attire

CLOSING DATE: 7 September 2009

2. GROUP REGISTRANTS (registrants from the same company)

2nd Delegate

Last Name First and Middle Name

Job Title/Designation Company

Tel Email

Country Code Area Code Phone Number
Passport No. Nationality

Date of Birth Birth country

DD MM YYYY
Special dietary requests, if any: (All food served will contain NO pork or lard) Vegetarian Others:

Please do not include 2nd delegate's details in the participant's list.

2nd delegate would like to register for the Asian Human Capital Award Forum

3rd Delegate

Last Name First and Middle Name

Job Title/Designation Company

Tel Email

Country Code Area Code Phone Number
Passport No. Nationality

Date of Birth Birth country

DD MM YYYY
Special dietary requests, if any: (All food served will contain NO pork or lard) Vegetarian Others:

Please do not include 3rd delegate's details in the participant's list.

3rd delegate would like to register for the Asian Human Capital Award Forum

3. REFERRAL

Note: Registered delegates whose referrals have successfully registered will enjoy a rebate of S\$800 off the \$2,800 registration fee.
**applicable only to first time registrants*

I would like to refer:

Last Name First and Middle Name

Job Title/Designation Company

Tel Email

Country Code Area Code Phone Number

I am referred by:

Last Name First and Middle Name

Job Title/Designation Company

Tel Email

Country Code Area Code Phone Number

4. CONCURRENT SEMINAR REGISTRATION

To help you plan your time at the summit, concurrent seminars have been grouped under the following themes:

- Leadership Development**
- Talent Management**
- Workforce Challenges & Strategies in Asia**

Please select only one track per time slot to register your attendance.

Please note that registration of the seminars is on a first-come-first-served basis.

29 September, 1330 - 1440hrs

- | | |
|--|---|
| <input type="checkbox"/> Leadership Development | A1. Enhancing HR Competencies for Business Growth |
| <input type="checkbox"/> Talent Management | B1. Innovative Talent Strategies for New Asia |
| <input type="checkbox"/> Workforce Challenges & Strategies in New Asia | C1. Globalization: HR Challenges & Strategies |
| <input type="checkbox"/> I am not attending this seminar | |

30 September, 1435 - 1545hrs

- | | |
|--|--|
| <input type="checkbox"/> Leadership Development | A2. Developing Leaders for Global Markets |
| <input type="checkbox"/> Talent Management | B2. Shaping the Employer Brand |
| <input type="checkbox"/> Workforce Challenges & Strategies in New Asia | C2. Engines of Growth: Gender and Cultural Diversity |
| <input type="checkbox"/> I am not attending this seminar | |

30 September, 1605 - 1715hrs

- | | |
|--|---|
| <input type="checkbox"/> Leadership Development | A3. Succession Planning: SME vs MNC Experience |
| <input type="checkbox"/> Talent Management | B3. Talent Development as a Strategic Business Driver |
| <input type="checkbox"/> Workforce Challenges & Strategies in New Asia | C3. Leveraging on a Multigenerational Workforce |
| <input type="checkbox"/> I am not attending this seminar | |

5. NETWORKING COCKTAIL

Main Delegate	NETWORKING COCKTAIL 29 Sept 2009 1810 – 1930 hrs
<input type="checkbox"/>	Yes, I will be attending
<input type="checkbox"/>	No, I will not be attending

2 nd Delegate	3 rd Delegate
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>

6. PAYMENT DETAILS FOR SINGAPORE HUMAN CAPITAL SUMMIT AND/OR ASIAN HUMAN CAPITAL AWARD FORUM

(Excludes accommodation and transfers)

Kindly indicate your mode of payment:

By Credit Card**

AMEX Mastercard VISA

Name as it appears on Credit Card: _____

Card Number

Expiry Date CV2 number

Month

Year

(4-digit number printed on the front of AMEX card)

(3-digit number printed on the back of Mastercard/Visa card)

**You can be assured of the confidentiality of your credit card information

By Cheque *(Local Singapore cheque accepted only)*

Cheque should be made payable to **TEC Staging Connections Pte Ltd**. Please mail your cheque to Ms Hilda Su, TEC Staging Connections Pte Ltd, 138 Joo Seng Road, Level 2 Trivec House, Singapore 368361

By GIRO

By Telegraphic Transfer

Note: TEC Staging Connections Pte Ltd acts on behalf of WDA to handle all fees collection. Please note that the Merchant name charged to your credit card is "TEC Staging Connections Pte Ltd". The organiser reserves the right to refuse entry if payment is not received before 29 August 2009

SIGNATURE OF DELEGATE

DATE

TERMS AND CONDITIONS

- Registration fees are inclusive of prevailing taxes, currently at 7% GST
- The seats for the Summit and Award Forum are limited on a first come first serve basis. Early registration is encouraged
- Delegate pass for the Summit and Award Forum are non-transferable
- Registrants will be notified of their confirmation of registration within a week once registration is accepted.
- An official receipt of payment will be sent to participant within 2 weeks of receipt of payment upon request
- There will be **no refund** once seats are confirmed upon the receipt of the confirmation email which will be sent out within a week of processing your registration
- All forms of booking are subjected to the above terms and conditions
- The organiser reserve the right to amend the Terms & Conditions at any time without prior notice
- Kindly note that any personal information provided as part of conference registration will be used for the purpose for which it has been provided. It will not be passed to other organisations unless this is made explicit when the registrant supplies the information

For enquiries, please email our Event Secretariat at secretariat@singaporehcs Summit.com or call +65 6513 8798. Operating hours: 0930 – 1800 hr (GMT +8hrs) Monday to Friday.

7. ACCOMMODATION

Hotel accommodation is **not included** in the conference fee. However should you require hotel accommodation during the period of the Summit, we are pleased to offer you a choice of guest rooms at the Swissotel the Stamford, Singapore at the following Singapore Human Capital Summit 2009 exclusive rates:

Yes, I require hotel accommodation No, I will not require hotel accommodation

Classic Room: S\$360++ per night (Single occupancy, inclusive of One American Buffet Breakfast daily)
 S\$380++ per night (Double occupancy, inclusive of Two American Buffet Breakfast daily)

For double room, please provide name of guest you will be sharing with:

Last Name _____ First and Middle Name _____

Email _____

++ All rates are in Singapore dollars and are subject to 10% service charge and thereafter prevailing taxes, currently at 7% goods & services tax (GST).

Hotel Check-in Date _____ Hotel Check-out Date _____

DD MM YY DD MM YY

Note:
 Payment for guest room and incidentals incurred during stay at the hotel will be borne by delegate upon check out.
 The hotel official check-in time is 2.00pm and the check-out time is 12.00pm. Early check-in is subject to availability on the day of arrival. For early morning flights, it is recommended that you reserve your room the night before. Additional room nights charge will apply. Please ensure your check-in date is reflected accordingly. Late check-out will be offered on request and is subjected to availability. Kindly enquire at the front desk for your late check-out request.
 Kindly note that room bookings will be attended to on a first come first served basis and subjected to availability. We regret that participants will have to select other room categories should the preferred category be fully booked.
 Special room rates are applicable from 28 Sept – 02 Oct 2009. For bookings made beyond these dates, standard room rates will apply.

Cancellations / No Show:
 Cancellations received after 26 June 2009 will be subject to a cancellation fee of one night's accommodation.
 Cancellations received on or after 28 August 2009 will be subject to a cancellation fee of 100% of total room nights booked.

All cancellations must be made in writing to the Singapore Human Capital Summit 2009 Secretariat at:
 Singapore Human Capital Summit 2009 Secretariat
 Ms Hilda Su
 Fax: +65 6256 2220
 Email: secretariat@singaporehcs Summit.com

8. FLIGHT INFORMATION

For overseas guests staying at the Swissotel The Stamford, Singapore, kindly provide us with the following details to enable us to facilitate your hotel booking:

Date of Arrival _____ Time of Arrival (0000hrs format) _____

Flight Number _____ From (city) _____

Date of Departure _____ Time of Departure (0000hrs format) _____

Flight Number _____ To (city) _____

9. PAYMENT DETAILS FOR ACCOMMODATION

Kindly provide us with your credit card details to secure your guest room booking. No charges will be made to the card at this stage. You can be assured of the confidentiality of your credit card information

AMEX Mastercard VISA

Name as it appears on Credit Card: _____

Card Number

Expiry Date CV2 number

Month Year (4-digit number printed on the front of AMEX card) (3-digit number printed on the back of Mastercard/Visa card)

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