



OIC INTERNATIONAL
BUSINESS CENTRE

REGISTRATION FORM

Please write in CAPITAL LETTERS

SALES CONTRACT

Please complete this form immediately and fax or email back to

Sonia Mahendran

Tel : (+603) 2681 0037 Fax : (+603) 2681 0032
sonia@oictoday.biz

Name			
Position			
Email			
Name			
Position			
Email			
Name			
Position			
Email			
Organisation			
Address			
Town	State		
Postcode	Tel	Fax	
Nature of Business			
Company Size	1-9	10-24	25-49
	50-99	100-249	250-499
	500-999	1000+	

AUTHORISATION

Signatory must be authorised to sign on behalf of contracting organisation.

Name	
Position	
Signature	Date

*This booking is invalid without a signature

FEES

Registration Fee for Corporate @ USD 1,500.00 per person

(Inclusive of 2 lunches, refreshments, Gala Dinner & Jewel of Muslim World Award 2012 and conference materials)

Indemnity: Should for any reason outside the control of OIC International Business Centre, the organizer reserves the right to amend the programme, the venue or speakers change in the best interest of the event.

BUSINESS OPPORTUNITIES

A limited number of exhibition space and sponsorship opportunities are available at the conference.

For further details kindly contact:

Sonia Mahendran

(+603) 2681 0037 or email sonia@oictoday.biz

PAYMENT METHOD

Payment is required within 5 working days on receipt of invoice. Kindly make cheques payable to OIC INTERNATIONAL BUSINESS CENTRE SDN. BHD.

Bank Draft / Cheque no.	
Bank	
Amount	
Name Position	

Signature & Company's Chop

Confirmation Details : After receiving payment a receipt will be issued. If you do not receive a letter outlining joining details two weeks prior to the event, please contact the training coordinator at OIC INTERNATIONAL BUSINESS CENTRE

OUR BANK DETAILS

Bank No : 1223-0010834-059
Type of Account : Current
Account Name : OIC International Business Centre Sdn Bhd
Bank Name : CIMB Bank Berhad
Bank Address : 2 Jalan SG 1/2, Taman Sri Gombak,
68100 Batu Caves, Selangor
Shift Code : CIBBMYKL



12-16 SEPTEMBER 2012, JAKARTA COVENTION CENTRE

CONTACT US :

OIC International Business Centre Sdn Bhd
Suite 1A, Level 23A, Menara TH Selborn,
153 Jalan Tun Razak, 50400 Kuala Lumpur,
Malaysia
Tel : 603 2681 0037
Fax : 603 2681 0032
info@oictoday.biz
info@muslimworldbiz.com

www.oicinternational.biz

TERMS & CONDITIONS

- Fees are inclusive of programme materials, refreshments and Gala Dinner & Jewel Muslim World Award 2012.
- Payment Terms: Following completion and return of the registration form, full payment is required within 5 days from receipt of invoice. PLEASE NOTE: payment must be received prior to the conference date. A receipt will be issued upon payment. Due to limited conference space, we advise early registration to avoid disappointment. We reserve the right to refuse admission if payment is not received on time.
- (a) All cancellations must be notified in writing via email or fax. Please note that an administrative fee of 10% of the registration fee will be levied for cancellations received 30 days before the event. No refund can be made for cancellations received thereafter. However, substitution is allowed for a registered delegate. Non-payment or non-attendance does not constitute cancellation.
(b) By signing this registration form, the client agrees that in case of dispute or cancellation of this contract that OIC International Business Centre will be able to mitigate its losses for no less than 50% of the total contract.
(c) If, for any reason, OIC International Business Centre decides to cancel or postpone this conference, OIC International Business Centre is not responsible for covering airfare, hotel or other travel costs incurred by clients. The conference fee will not be refunded but can be credited to a future conference.
- Copyright etc: All intellectual property rights in all materials produced or distributed by OIC International Business Centre in connection with this event is expressly reserved and any unauthorized duplication, publication or distribution is prohibited.
- Client information is kept on OIC International Business Centre company database and used by the company to assist in providing selected products and services which may be of interest to the Client and which will be communicated by letter, phone, fax (inc. automatic dialling) email or other electronic means. If you do not want OIC International Business Centre to do this please tick this box []. For training and security purposes telephone calls may be recorded.
- IMPORTANT NOTE: While every reasonable effort will be made to adhere to the advertised package, OIC International Business Centre reserves the right to change event dates, sites or location or omit event features, or merge the event with another event, as it deems necessary without penalty and in such situations no refunds, part refunds or alternative offers shall be made. In the event that OIC International Business Centre permanently cancels the event for any reasons whatsoever, (including, but not limited to any force majeure occurrence) and provided that the event is not postponed to a later date nor is merged with another event, the Client shall receive a credit note for the amount that the Client has paid to such permanently cancelled event, valid for up to one year to be used at another OIC International Business Centre event. No refunds, part refunds or alternative offers shall be made.
- Governing Law: This agreement shall be governed construed in accordance with the law of Malaysia and the parties submit to the exclusive jurisdiction of the Malaysian Courts in Kuala Lumpur.