

**REGISTRATION FORM**

<b>Fundamentals</b>		<input type="checkbox"/> <b>Intermediate Series</b>
<input type="checkbox"/> 20 - 22 Sept 2010 or <input type="checkbox"/> 17 - 19 Oct 2010	AND	<b>Fulfilment</b> 13 - 15 December 2010 <b>Balance</b> 17 - 19 January 2011 <b>Process</b> 20 - 22 February 2011 <b>In the Bones</b> 21 - 23 March 2011

Organization Sponsored Self Sponsored **Name of the participant :**1. (Mr/Mrs/Ms): \_\_\_\_\_  
First Name Middle Name Last Name

Position Department Nationality Tel Email

**Contact Person**(Mr/Mrs/Ms): \_\_\_\_\_  
First Name Middle Name Last Name

Position: \_\_\_\_\_ Department: \_\_\_\_\_

Organization: \_\_\_\_\_ Nationality: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

Signature &amp; Stamp: \_\_\_\_\_ Date: \_\_\_\_\_

**Methods of Payment**1.  Please find enclosed a cheque for \_\_\_\_\_ made payable to BIBF2.  Please debit my credit card: Visa  MasterCard 

Card No: \_\_\_\_\_ Expiry date: \_\_\_\_\_

Cardholder's name: \_\_\_\_\_ Signature: \_\_\_\_\_

**For Payment options, see back of the page ->****Please forward this form together with course fee to:**

The Registrar

The Bahrain Institute of Banking &amp; Finance – BIBF

P.O. Box 20525, Manama, Kingdom of Bahrain.

Tel: +973 17 815555 / 17 815581/ 17 815579 Fax: +973 17729928/17916420

E-mail: infodesk@bibf.com Website: www.bibf.com

## Payment Plan Options

The Fee for the Fundamentals workshop is **BHD 525** and the fee for each subsequent intermediate workshop is **BHD 575**. Please choose one of the following options of payment :

Course Title	Option 1 <input type="checkbox"/>	Option 2 <input type="checkbox"/>	Option 3 <input type="checkbox"/>
Fundamentals	Pay the <b>Full Program</b> including Fundamentals in advance	BD 525	BD 525
Fulfilment		Pay the <b>Intermediate Program</b> in advance	BD 575
Balance			BD 575
Process			BD 575
In the Bones			BD 575
<b>Total Program Cost</b>	<b>BD 2,675</b>	<b>BD 2,275</b>	<b>BD 2,825</b>
<b>Saving</b>	<b>BD 150</b>	<b>BD 100</b>	n/a

### IMPORTANT NOTICE:

All courses are subject to demand. The Institute reserves the right to cancel or postpone courses at short notice at no loss or liability where, in its absolute discretion, it deems this necessary.

### CANCELLATION AND REFUND OF FEES:

In the case of cancellations by delegates, fees will only be refunded if a written notice of cancellation is received by the Institute not less than four weeks prior to the commencement of the course/program in question. Course/program fees already paid or invoiced may not be refunded and invoices will be due and payable. Substitute delegates are permitted.

### VISA PROCEDURES:

GCC nationals and residents do not require a visa for the Kingdom of Bahrain. All others should have an entry visa, which BIBF can arrange. Should you wish that the Institute obtains an entry visa for you, please mail or Fax (+973 17 916420) our Information Desk, a copy of your passport at least 15 days prior to the course/program starting date. Visa costs will be charged to the participant.

### ACCOMMODATION & TRANSPORTATION:

Hotel accommodation and transportation costs are the participant's own responsibility. Should you wish that the Institute arrange accommodation for you, please Fax (+973 17 916420) our Information Desk or Email [infodesk@bibf.com](mailto:infodesk@bibf.com) for assistance.