

Please register the following delegates for:
Advanced Spreadsheet Skills and Techniques for Finance
 5 - 6 December, 2010 Radisson Blu Hotel Dubai Deira Creek, UAE
Financial Modeling
 7 - 8 December, 2010 Radisson Blu Hotel Dubai Deira Creek, UAE

Yes!

1st Delegate	2nd Delegate
Name: Dr/ Mr/Ms _____	Name: Dr/ Mr/Ms _____
Department & Job Title: _____	Department & Job Title: _____
Email: _____	Email: _____
Mobile No: _____	Mobile No: _____
Company: _____	
Address: _____	
Postcode: _____	Tel: _____
Name & Title of Approving Manager: _____	
Name & Title of Training Manager: _____	

Please tick:

- I enclose my cheque/ draft payable to Top Link Conference & Event Management
 I am paying by bank transfer
 Payment by credit card: Visa Mastercard JCB AMEX

Card holder: _____ Signature: _____
 Card Number _____ Expiry Date: _____

I cannot attend this event but

- I would like to purchase the conference documentation @US\$500 (with 5% GST)
 Please put me on your mailing list

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Fee Per Delegate	Early Bird Fee <small>Register Before 26 Oct 10</small>	Special Discount Rate <small>Register Before 17 Nov 10</small>	Normal Rate <small>Register After 17 Nov 10</small>
Spreadsheet Workshop (2-day)	<input type="checkbox"/> USD 1788	<input type="checkbox"/> USD 1988	<input type="checkbox"/> USD 2088
Financial Modeling (2-day)	<input type="checkbox"/> USD 1788	<input type="checkbox"/> USD 1988	<input type="checkbox"/> USD 2088
Both Workshops (4-day)	<input type="checkbox"/> USD 2788	<input type="checkbox"/> USD 2988	<input type="checkbox"/> USD 3088

Fee includes luncheons, refreshments and complete set of documentation in CD. It does not include the cost of accommodation and travel

REGISTER NOW! RESERVE YOUR PLACE TODAY!

SPONSORSHIP AND EXHIBITION OPPORTUNITIES

1. Gain preferential access to the senior executives in your target market and demonstrate your newest products and consulting services
2. Meet your target clients face-to-face to leverage your product and brand building
3. Demonstrate your expertise and product excellence

For further details call Mr. YingLin Chua on (86) 21-6356 1155 or email: YingLin.Chua@toplink-asia.com

HOST CITY: Dubai

Exclusive course venue information (5-star hotel) and map will be rushed to you in your DELEGATE WELCOME PACK once we receive and confirm your registration. Seats are limited, so we urge you to get your approval as soon as possible so as not to miss your place in this important workshop.

PRIVACY

Any information provided by you in registering for this conference is being collected by Top Link Conference & Event Mgmt and will be held in the strictest confidence. It will be added to our database and will be used primarily to provide you with further information about Top Link events and services. From time to time Top Link may share information from our database with other professional organizations (including our event sponsors) to promote similar products and services. Please tick the box below if you do NOT want us to pass on your details. To amend your current details, advise of duplicates or to opt out of further mailings, please fax us your request to our Database Department at (86) 21 6356 1155 or email database@toplink-asia.com.

TERMS & CONDITIONS

Payment terms: Following completion and return of registration form, full payment is required within 5 (five) working days. Payment must be received before the commencement of the event. After registration all payment must be executed within the terms herewith irrespective of attendees. Due to the limit conference space, we advise early registration to avoid disappointment. **A 50% cancellation fee will be charged under the terms outlined below. We reserve the right to refuse admission if payment is not received on time.**
Substitutions: If you cannot attend personally, a substitute delegate is welcoming to join this course in your place- for no extra charge provided you inform us AT LEAST 3 days before the course else you will be issued with a 50% Discount Training Voucher which entitles you (or a nominated colleague) to attend a public course arranged by Top Link Conference & Event Mgmt in Asia Pacific within the next 12 months.
Cancellation: If TOP LINK cancels the Event due to circumstances beyond the reasonable control of TOP LINK (such as acts of God, acts of war, governmental emergency, labor strike or terrorism), TOP LINK shall refund to each Exhibitor & attendees its payment previously paid, minus a share of costs and expenses incurred, in full satisfaction of all liabilities of Organizer to Exhibitor. TOP LINK reserves the right to cancel, re-name or re-locate the Event or change the dates on which it is held. If TOP LINK changes the name of the event, relocates the event to another event facility within the same city, or changes the dates for the event to dates that are not more than 30 days later than the dates on which the Event originally was scheduled to be held, no refund will be due to Exhibitor & delegate, but TOP LINK shall assign to exhibitor & delegate, in lieu of the original space/ seat, such other space as Top Link deems appropriate and Exhibitor agrees to use such space under the terms of this contract. If TOP LINK elects to cancel the Event other than for a reason previously described in this paragraph, TOP LINK shall refund to each exhibitor & delegate its entire exhibit space rental payment/ registration fee previously paid, in full satisfaction of all liabilities of Organizer to Exhibitor.

As such, TOP LINK reserves the right to alter or modify the advertised speakers and/ or topics if necessary. Any substitution or alterations will be updated on our web page as soon as possible.