

REGISTRATION FORM: 2016 ACFE PHILIPPINES FRAUD CONFERENCE – MANILA
AWARENESS • DETECTION • PREVENTION

September 22, 2016 | Ruby Ballroom, Crowne Plaza Manila Galleria, Ortigas Center, Pasig City

Name of Company		FEES: <ul style="list-style-type: none"> Members: Php6,500.00 Non-Members: Php9,000.00 Foreign Delegates: USD 250.00 DISCOUNTS*: <ul style="list-style-type: none"> EARLY BIRD – 10% (paid/ deposited on or before August 25) GROUP DISCOUNT – 10% (group of 3) STUDENT/ACADEME** – 20% <small>*only one type of discount may be applied **based on ACFE Membership classification</small> <input type="checkbox"/> SEND ORIGINAL BILLING <input type="checkbox"/> EMAIL BILLING
Company Address		
Contact person for <u>billing</u>:		
Department		
Email address		
Telephone No.		
Contact person for <u>collection</u>:		
Telephone No.		

 PLEASE RESERVE A SEAT FOR THE FOLLOWING: **please write in print, this will be the reference for certificate printing**

Salutation	Name	M.I.	Surname	Nickname	Food preference	
					DAY 1	DAY 2
					<input type="checkbox"/> Fish	<input type="checkbox"/> Fish
					<input type="checkbox"/> Chicken	<input type="checkbox"/> Chicken
					<input type="checkbox"/> Any	<input type="checkbox"/> Any
Position	Email address			ACFE Phil. member?		
				Yes	No	

Salutation	Name	M.I.	Surname	Nickname	Food preference	
					DAY 1	DAY 2
					<input type="checkbox"/> Fish	<input type="checkbox"/> Fish
					<input type="checkbox"/> Chicken	<input type="checkbox"/> Chicken
					<input type="checkbox"/> Any	<input type="checkbox"/> Any
Position	Email address			ACFE Phil. member?		
				Yes	No	

Salutation	Name	M.I.	Surname	Nickname	Food preference	
					DAY 1	DAY 2
					<input type="checkbox"/> Fish	<input type="checkbox"/> Fish
					<input type="checkbox"/> Chicken	<input type="checkbox"/> Chicken
					<input type="checkbox"/> Any	<input type="checkbox"/> Any
Position	Email address			ACFE Phil. member?		
				Yes	No	

Salutation	Name	M.I.	Surname	Nickname	Food preference	
					DAY 1	DAY 2
					<input type="checkbox"/> Fish	<input type="checkbox"/> Fish
					<input type="checkbox"/> Chicken	<input type="checkbox"/> Chicken
					<input type="checkbox"/> Any	<input type="checkbox"/> Any
Position	Email address			ACFE Phil. member?		
				Yes	No	

TERMS AND CONDITIONS
1. Seat reservation and registration

- Reservation of seats will be made after receipt or notice of registration. This conference is billable unless cancelled.
- Walk-in participants shall be subject to availability of seats and with immediate full payment.

2. Cancellation policy for conferences: participants must formally email the secretariat.

<input type="checkbox"/> 8 working days before the event (SEPT. 14, 2106)	-full refund
<input type="checkbox"/> 5-7 working days before the event (SEPT. 15-17)	-80%
<input type="checkbox"/> 2-4 working days before before the event (SEPT. 18-20)	-50%
<input type="checkbox"/> Less than 24 hours before the conference and No-show participants	-no refund

3. Replacing participants:

- Companies must formally email the secretariat of any changes in the registered participants, strictly within 3 days before the conference. Changes of registered participants not done within the said period, will incur a 5% charge payable on the day of the event/conference.

4. Payments :

- Should be made to:
 ASSOCIATION OF CERTIFIED FRAUD EXAMINERS – PHILIPPINES
 CHAPTER INC. OR Assoc. of Certified Fraud Examiners- Phils. Chapter
 BDO C/A # 005438010403

- Bank charges for transfer of funds:

- > Shall be for the account of the participant.

- Deadline of payments:

- > Preferably paid two days before the conference.
- > Corporate registrations may bring payments on the day of the event. Post-conference payments shall only be accepted on pre-approved arrangement with the Chapter Operations Officer.

- Issuance of ORs:

- > **Deposited payments:** deposit slips should be scanned and faxed or emailed immediately for payment validation/confirmation:
 Fax: (02) 919 0910; or email to: fraudcon-manila@acfep.org
- > ORs will be issued during the conference for those payments deposited within the same week as the conference.

- Payment discounts:

- > Participants/companies may only avail one type of promotion: whichever is higher.

5. Inclusions:

- **Registration fees:** cover participant's writing kits, meals
- **Copy of the presentations:** shall be uploaded on the ACFE website, **passwords will be emailed to the participant's email addresses.**
- **ACFE Phils. reserves the right to change the venue and/or cancel the above event if the minimum number of participants is not met. In case of change of venue and/or cancellation of the event, all registered participants shall be informed via email and text messages at least 3 days before the start of the said conference.**

CONFORME (Required):
Name of Approving Officer: _____ **Signature:** _____

Position: _____ **Date:** _____