

Rules & Regulations

- Registration will only be considered upon receipt of Registration Form with Full Payment.
- Fees paid are not transferable.
- The organizer reserves the right to cancel or postpone the class, combine one class with another, replace the instructor, refuse any enrolment and expel any learner who misbehaves himself/herself.
- The organizer will not be liable for any injury or mishap to the learner or any loss or damage incurred by the learner during the workshop/course.
- The learner is advised to attend the workshop/course punctually. There will be no replacement lesson for anyone who is absent or late for any reasons given unless otherwise stated.
- Please keep the organizer informed of any changes in address or contact number so as to facilitate communication when the need arises.

Refund Policy

- Applicants who wish to withdraw from the course must submit a written notice to CreativeWorkz (FarEastFlora.com Pte Ltd) using the Refund Form and submit with supporting document. Valid grounds accepted include: medical leave, overseas assignment or compassionate grounds.
- The refund should take no earlier than 60 working days. Applicant can only receive refund in person, whether in cash or cheque.

Refunds are administrated according to the guidelines listed below:

Written Notice required by CreativeWorkz	% Refund of course fees
More than 21 days before course commencement	90%
More than 7 days before course commencement	50%
Less than 7 days before course commencement	No Refund

Declaration

I certify that all the information given by me in this registration form is true and correct. I understand that misrepresentation or omission is sufficient grounds for rejection of my registration and withdrawal of any place which may be offered and that this withdrawal may take place at any stage during the course. I understand and agree to abide the rules and regulations stated by CreativeWorkz.

I got to know this workshop / course from:

- Website
- Brochure
- Others (please specify) _____

Signature of Applicant

Date

For Official Use Only

Amount Paid : \$ _____ (+ 7% GST)

- Mode of Payment** :
- Cash
Credit Card: Visa / Master / Amex No.: _____
.....Expiry :/..... (MM/YY)
 - Trace.....(CVV :.....)
 - Cheque No.: Bank :
 - Made payable to Far East Flora.com Pte Ltd
 - Interbank transfer into FarEastFlora.com Pte Ltd DBS A/C 003-901134-2

Date of Payment : _____ **Official Receipt No.** _____

Facilitated By : _____

Remarks : _____