2-DAY BUSINESS CONTINUITY MANAGEMENT TRAINING

REGISTRATION FORM

Date: 17 & 18 November 2026 **Venue: Bangi Resort Hotel, Bandar Baru Bangi**

☐ Yes! Please register the following delegate for this Program. *(Please photocopy for more delegates)*

☐ I am unable to attend but please put me on your mailing list.

Full Name: _____
(The Name defined here will be printed on the certificate. Please ensure that the name is correctly spelled, no correction shall be made once this form has been processed)

Job Title: _____ E-mail: _____

Tel. No.: _____

Approving Manager: _____ Position: _____

Company: _____

Address: _____

Tel. No.: _____ E-mail: _____

Booking Contact: _____ E-mail: _____

Nature of Business: _____ Company Website: _____

SUBMIT REGISTRATION FORM VIA

Scan and email this form to **training@acacia.my** if you wish to make payment via credit/debit card.

OR

Post this completed form together with payment to:
No. 12, 1st Floor, Jalan Suasana 2/7, Bandar Tun Hussein Onn, 43200 Cheras, Selangor

Whatsapp: +6013 - 397 4812 (En. Fa'eek)
+6013 - 393 5414 (Pn. Sarah)
+6012 - 380 8736 (Pn. Sofea)

Your investment for attending this Program is **RM2,500 per person | RM2,300 per person for group promo min. of 3 person from same organization. Excluding SST 8%.** *The fee includes lunch, refreshments, course documentation, & certification.*
GROUP DISCOUNT: Enjoy additional discount of 5% for the 5th delegate onward registered at the same time from the same organization and of the same billing source. Please submit a separate form for each delegate.

PAYMENT METHOD

☐ Please cross cheque or bank draft made payable to ACACIA CONSULTING SDN. BHD. and mail your payment together with this registration to ACACIA CONSULTING SDN. BHD., No. 12, 1st Floor, Jalan Suasana 2/7, Bandar Tun Hussein Onn, 43200 Cheras, Selangor. Please allow sufficient time for clearance, official receipt will be sent via email.
Enclosed is our cheque/bank draft for RM _____

☐ **Online bank transfer** to **ACACIA CONSULTING SDN. BHD., MALAYAN BANKING BERHAD,** Maybank Acc. No: **512389128852**
Please enclosed online transfer confirmation slip together with this registration form. Insert your name in the reference when transferring funds and insert training@acacia.my in the recipient email. Official receipt will be sent via email.

☐ If you wish to make payment by credit/debit card, scan and email this form to training@acacia.my. You will receive an official invoice from ACSB Admin, the official receipt will be sent to you automatically as soon as payment has been received.

Signature:	Full Name: _____ Designation: _____ Contact No.: _____	Company Cop:

Important Notice: Payment is required with registration and must be paid in full at least 10 working days from training date stated above to guarantee your place. Walk-in delegates with payment will only be admitted on the basis of space availability at the conference and with immediate full payment.

CANCELLATIONS & TRANSFERS

If you are unable to attend, a substitute delegate is welcome at no extra charge. Please email the name and the title of the substitute delegate at least 2 days prior to the Course. A refund less 10% administrative charge will be made for cancellation received in writing at least 7 working days before the course start date. Regrettably, no refund can be made for cancellation received less than 7 working days from the course date. **The organizer reserves the right to make any amendments and/or changes to the program, venue and/or trainer replacements if warranted by circumstances beyond its control.**