



MUSIC CIRCLE

PENANG

Workshop Registration Form

Name : _____
 (Please write in full. This will be printed on the Certificate of Completion)

**Closing Date &
 Pay Deposit by 9 Dec 08.
 Early Bird Discount of RM20
 (for new participants only)
 if pay fees in full by 16 Dec 08.**

I/C No. : _____ Email : _____

Address : _____

Post Code : _____ City/Town : _____ State / Country : _____

Tel (H): _____ Tel (O): _____ Fax: _____ Mobile: _____

- Notes :
- a. The workshop will be held in Penang. Actual venue will be confirmed later.
 - b. Workshop hours are from 8.30am to 4.00pm daily.
 - c. Workshop Fees cover all workshop materials, lunch and coffee breaks.
 - d. A separate Certificate of Attendance will be given for each workshop.
 - e. Dress Code: Casual, long pants, loose clothing s.a. T-Shirt / Blouse.
 - f. Bring along a jacket (in case the air-con gets too cold) and a pair of socks to keep your feet warm. Shoes are not allowed inside the training room.
 - g. Dates & venue of workshops are subject to change.

I would like to register for the workshop: (tick the appropriate box # below)

No.	Workshop Title	Duration	# Attend as a New Participant	# Attend as a Reviewer
1	Music Circle	22 & 23 Dec 08 2 days, (Mon & Tue)	# _____ RM**650	No. days: # _____ At RM95 per day or part thereof. RM180 for 2 days

Payment Procedure:

1. Make cheque payable: **MUSIKGARTEN (MALAYSIA) SDN BHD**
2. Bank-in or T/T to: **Malayan Banking Berhad, A/C No. : 5641 2843 2028,
 Branch: Bangsar Baru, Kuala Lumpur, Malaysia.**
3. Post or hand-deliver the cheque or pay-in slip together with this Registration Form to **Lim Bee Kean, handphone no. 012-4723833 (our event organizer in Penang).**

Thank you.

Please state your payment details:

Bank: _____ Cheque No. : _____ Cheque Date: _____ Amount : _____

Signature : _____ Date : _____



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WHO SHOULD ATTEND THIS WORKSHOP?

This workshop is suitable for nursery / pre-school teachers, child minders and parents with young children. **No music background is required.**

TERMS & CONDITIONS OF WORKSHOP REGISTRATION

DEPOSIT & PAYMENT OF WORKSHOP FEES

In order to secure a seat in the workshop, a non-refundable **deposit** of **RM50** must accompany your registration on or before the **closing date (refer to date on the front page)** – this is applicable to **new participants as well as reviewers**. The balance of the fees must be paid on or before the commencement of the workshop. **If you are paying by cheque, please allow 3 working days for clearance by the bank. Kindly take note that we will not allow admission into the workshop if the cheque is not cleared.**

EARLY BIRD DISCOUNT

For new participants only, enjoy **early bird discount** of **RM20** if **payment is received in full on or before the date stated on the front page.**

REFUND POLICY

A refund of all payments except the **RM50** deposit will be made if **MUSIKGARTEN (MALAYSIA) SDN BHD** is notified in writing of the cancellation at least **7 DAYS** before the workshop. There will be no refund for late cancellations. A substitute may be made at no extra cost.

CANCELLATION

If any workshop does not meet the required number of participants, it may be cancelled up to **7 calendar days** prior to the start date. In the event that a workshop is cancelled, a full refund inclusive of the deposit will be made to any pre-registered participant.

WORKSHOP MATERIALS

1. One Teacher's guide with more than 50 activities
2. Two CDs with specially recorded:
 - a. Songs
 - b. Sounds for listening activities
 - c. Steady beat music
 - d. Music for movement
3. 15 Picture cards
4. 36 activity cards (Lesson Plans)
5. One Parent Book
6. One Yellow Pouch
7. One Ring File