



## Application Form

Please complete this form in BLOCK LETTERS and return it by e-mail to [beciee@bec.org.hk](mailto:beciee@bec.org.hk), fax at 852-2784-6699, or mail to BEC Institute of Environmental Education (BEC IEE), 2/F, 77 Tat Chee Avenue, Kowloon Tong, Hong Kong. Each form should only be used for one applicant. For further enquiries or assistance, please call 852-2784-3900 or email to [beciee@bec.org.hk](mailto:beciee@bec.org.hk).

<b>Part A: Course Code &amp; Title<sup>1</sup>: 85114 Seminar on Sustainable Forest Management and FSC Certification</b>		
<b>Part B: Personal Information<sup>2</sup></b>		
Name:		(English) _____ (Chinese) _____
Company Name: _____		
Job Title: _____		
Office No:	Mobile No:	E-mail Address: <i>(we will confirm your application by e-mail)</i>
Education Level (please <input checked="" type="checkbox"/> one only): <input type="checkbox"/> Primary <input type="checkbox"/> Secondary <input type="checkbox"/> Diploma / Associate Degree <input type="checkbox"/> Tertiary <input type="checkbox"/> Graduate School <input type="checkbox"/> Others _____		
Is your organisation a Member of BEC? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> BEC Member <sup>3</sup> → <input type="checkbox"/> Council <input type="checkbox"/> Corporate <input type="checkbox"/> General <input type="checkbox"/> Affiliate → BEC Membership No. _____		
Are you a BEAM Pro / BEAM Affiliate? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> BEAM Pro <input type="checkbox"/> BEAM Affiliate → BP / BA No. _____		
<b>Part C: Fee<sup>4</sup> - please <input checked="" type="checkbox"/> where appropriate.</b>		
<input type="checkbox"/> BEC Member / BEAM Pro / BEAM Affiliate – HK\$400		
<input type="checkbox"/> Others – HK\$600		
<b>Total Payment</b>		<b>\$ .0</b>
<b>Part D: Payment Method</b> – Payment of seminar fee must accompany this form in order for us to process your application. Please indicate your payment method by selecting and completing one of the boxes below.		
<input type="checkbox"/> <b>By Cheque</b>  Please send the completed Application Form with a crossed cheque made payable to “ <b>Business Environment Council Limited</b> ” to the following address:  BEC Institute of Environmental Education 2/F, 77 Tat Chee Avenue, Kowloon Tong, Hong Kong  Cheque No: _____		<input type="checkbox"/> <b>By Credit Card</b> ( <input type="checkbox"/> VISA <input type="checkbox"/> MasterCard <input type="checkbox"/> AmEx)  Cardholder Name: _____ Card No: _____ Expiry Date: _____ Amount (HK\$): _____ Cardholder Signature: _____
<b>Part E: How did you find out about the seminar?</b>		
<input type="checkbox"/>	BEC Website	
<input type="checkbox"/>	Email	
<input type="checkbox"/>	Friend	
<input type="checkbox"/>	Press Advertising	
<input type="checkbox"/>	Other: _____	

<sup>1</sup> For details of seminar, please refer to BEC website at <http://bec.org.hk/our-professional-services/bec-institute-of-environmental-education>

<sup>2</sup> Personal data including contact information will be used by BEC for its communications and direct marketing purpose, including newsletters and promotions of events, training courses and other activities. If you do not wish to receive any further promotional materials from BEC, please send an email to us at [unsubscribe@bec.org.hk](mailto:unsubscribe@bec.org.hk);

<sup>3</sup> Visit the BEC website at <http://bec.org.hk/our-members/bec-membership> to find out whether your organization is a BEC Member or not.

<sup>4</sup> Please round up to the nearest dollars.

## Terms & Conditions:

- Duly completed application form accompanied by payment will be considered for admission;
- Seminar fee is non-refundable, non-transferable and should be received by BEC IEE no later than 13 September 2017;
- Admission is made on a first-come-first-served basis;
- Successful applicants will be notified no later than 3 working days before the commencement of the seminar;
- Unsuccessful applicants will be given refund of seminar fees if they have already paid;
- The seminar will be cancelled with full refund when the typhoon signal no.8 or above, or black storm warning is hoisted 3 hours before the seminar commences;
- An official e-receipt will be distributed through email to the participant upon the completion of the seminar;
- BEC reserves the right not to conduct the seminar if the applications are below the required minimum number of participants, and seminar fees received will be refunded. All decisions made by BEC on matters related to the seminar are final;
- Personal data including contact information will be used by BEC for its communications and direct marketing purpose, including newsletters and promotions of events, training courses and other activities. If you do not wish to receive any further promotional materials from BEC, please send an email to us at [unsubscribe@bec.org.hk](mailto:unsubscribe@bec.org.hk); and
- Information provided will be kept strictly confidential and will not be sold, reused, rented, loaned, or otherwise disclosed to third party.

## Declaration:

I have read and accepted the above "Terms and Conditions" in this Application Form and agreed that the "Terms and Conditions" are subject to revisions at the sole discretion of BEC IEE as published in the website of BEC.

Applicant's signature: \_\_\_\_\_

Date: \_\_\_\_\_

For further enquiries or assistance, please contact BEC IEE at [beciee@bec.org.hk](mailto:beciee@bec.org.hk)

