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| **For Office Use Only** |
| Date |
| Remarks  |

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**HONG KONG MEDIATION AND ARBITRATION CENTRE**

**APPLICATION FOR CONTINUOUS PROFESSIONAL**

**DEVELOPMENT PROGRAMME**

**Mediation Training Workshop: Train-the-Trainer**

**Information**

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| --- | --- |
| Name: | (Chinese) |
| (English) |
| HKMAAC Membership Number: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_ (*if appropriate*) |
| Contact No.: |  |
| Email: |  |
| CPD Programme Code: |  □ **CPD 190603**  |

**Payment Details**

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| --- | --- |
| Application Fee: | □ **CPD 161130** HKMAAC Member: HKD300 |
| Payment method: | □ Cheque (Cheque is attached)□ Bank Transfer (Bank-in-slip is attached) |
| Cheque No.: |  |
| Name of Issuer: |  |

**Notes**

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| 1. Crossed cheque(s) should be made payable to “**Hong Kong Mediation and Arbitration Centre Limited**”.
2. Please transfer the fees to the bank account with details as below (if appropriate):-

|  |  |
| --- | --- |
| Bank Name: | Hang Seng Bank |
| Account number: | 787-288018-001 |
| Account Name: | Hong Kong Mediation and Arbitration Centre Limited |

1. Please mark your name, contact number, and the programme code at the back of the Crossed cheque(s) / Bank transfer receipt(s).
2. Please mail/hand in the required documents to **Hong Kong Mediation and Arbitration Centre (Admin Office) – The Wave Level 10, 4 Hing Yip Street, Kwun Tong, Hong Kong** and specified as ‘Application for CPD Programme’.
3. The Centre reserves all rights to change any date, time, and/or venue.
4. Save for the situation where the programme is cancelled by the Centre, any application fee will not be refunded once the application has been approved by the Centre.
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I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (*Name of Applicant*) would like to apply for the Continuous Professional Development Programme. I have read and fully understood this application form, the Notes and the specified CPD programme e-newsletter. I declare that the information provided in this application form is correct, complete and true to the best of my knowledge and belief.

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*Signature Date*