香港貨運物流業協會有限公司
HONGKONG ASSOCIATION OF FREIGHT FORWARDING AND LOGISTICS LTD.

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TEL: (852) 2796 3121 FAX: (852) 2796 3719, (852) 2754 8926 INTERNET: http://www.haffa.com.hk

HFTRAV02112017

HAFFA TRAINING COURSE ENROLMENT FORM

(Please complete and TYPE all the fields in English) ** Circle the appropriate one*

Course Name : Dangerous Goods Awareness (for Category 4 & 5 Personnel) (DGA) (0.5 Day)

Class Code : _____ Class Date : _____ (1st Choice Note 2)

: _____ : _____ (2nd Choice Note 2)

Refresher DG/DGA Applicant Only

Issuance date Of Previous Certificate : D D M M M Y Y Y Y [ ][ ] [ ][ ][ ] [2][0][ ][ ]

Applicant is required to submit a copy of the previous certificate which date of completion must NOT exceed 2 years.

Name of Company Note 4 : _____

Name of Attendee : Mr. / Ms.* _____ ***(HKID Name to be printed on the Certificate)***

Position : _____

Contact Person : _____ Telephone No: _____

Email Address Note 3 : _____ HAFFA Member: * Yes / No

Referral Note 6 HAFFA Mbr Company Name: _____

Payment Details : Company Cheque made payable to "HAFFA" *(with name of attendee and class code on the back)*

Amount: $ _____

Note 5 ◯ Company Sponsor (**NOT** entitled to apply Subsidy) ◯ Self-Finance

◯ Cash Or Cheque No: _____ Date: _____ Banker: _____

I declare that all information supplied above is true, complete and accurate. I understand the course details and the policy/remarks being posted on the HAFFA Website. I agree to abide all course regulations set by HAFFA for the subject programme, failing to observe such rules shall result my application in default.	Signature with Company Chop Note 4
	Name:
	Title :

Remark 備註 :

1. Please send to HAFFA the completed enrolment form (in original signature and company chop) together with the cheque payment. Personal cheque or cash is also acceptable. Kindly use separate form or cheque for each application per class. HAFFA reserves the right to accept your application or not.
2. If the 1st Choice is not available, we will automatically transfer you to your 2nd Choice, along with phone notification. We will return the cheque to you automatically if your 2nd Choice is also not available.
3. Letter of Acceptance with session details will be sent out by EMAIL Only to your assigned email address within 3 working days after the enrolment deadline. Should you do not receive by then, please contact the HAFFA Secretariat immediately before the date of Exam. Otherwise, we assume you have received it and NO refund or re-exam will be made for any absentee in this case. Moreover, HAFFA may send reminder to your assigned e-mail address closer to the expiry date of your certificate for the purpose of renewal. If we do not receive any written objection from you to receive such reminder, we will assume that you are fine with the above arrangement.
4. To enjoy member rate, the enrolment form is needed to be signed with company chop. Name of Company and the Company Chop must be the same Member Company Name listed in the current HAFFA Member Directory. In case they are not the same, please apply the Member Company Name Change separately.
5. Please note that **company-sponsored applicant is NOT ELIGIBLE for the partial reimbursement of course fee**. Hence, it is NOT required to return the attached "VTC Partial Reimbursement of Course Fee Form". As to Self-Financed application, the application form of OCC re-imbursement should be submitted with the course enrolment form. If not, HAFFA will assume the payment is sponsored by company and it is not eligible to apply the OCC re-imbursement.
6. (Attention to business partner of HAFFA member) If you being a Non-HAFFA Member will join any HAFFA course because of our Member's referral, you may enjoy HAFFA Member price. You're required to first send us the application form by email to training@haffa.com.hk and in the cover message please cc your email contact of HAFFA Member in order to enjoy this privilege. After receiving our email confirmation, please mail original enrolment form and payment (by cheque) to HAFFA.