



SEMINAR RESERVATION FORM

Please fax back to 832-9901 or email to SuccessSeminars@Ariva.com.ph

YES! I / We would like to attend!

PROGRAM TITLE:

DATE:

Please reserve ____ seat/s for the following participants:

Name(s) of Participants	Position/Job Title	Mobile Number	Email Address

**Attach a separate sheet if sending more than 5 participants.*

**Write legibly and precisely on how you would want it to appear in the Certificate of Attendance.*

COMPANY DETAILS

Complete Name Company TIN

Complete Address

Landline Number Mobile Number Fax Number

Contact Person

Email Address Website

Remarks (optional)

PAYMENT GUIDELINES

- For your convenience, you may deposit your payments at any branch of **METROBANK** and **BANCO DE ORO**
- For Non VAT companies, a copy of certificate of exemption is required.
- Please fax your validated deposit slip with your company name, contact person and contact numbers.
- Once we receive your reservation, cancellations made seven (7) days before the seminar will be charged 20% of regular rate as administrative fee.
- Cancellations made a day before or no-show during the seminar will be charged 50% of regular rate as administrative fee and venue reservation fee. However substitution may be made at any time before the seminar.

METROBANK ACCOUNT:

Account Name: **ARIVA ACADEMY PHILIPPINES INC.**
 Account Number: **0 8 1 - 3 - 0 8 1 4 8 6 8 2 - 5**
 Our METROBANK Branch: **Doña Soledad Ave. - Bicutan Branch**

BANCO DE ORO ACCOUNT:

Account Name: **ARIVA ACADEMY PHILIPPINES INC.**
 Account Number: **0 0 2 4 0 0 1 5 9 2 2 6**
 Our BANCO DE ORO Branch: **Better Living Branch**

Please fax or email back reservation form to us at 832-9901 or SuccessSeminars@Ariva.com.ph to ensure your seat is reserved. We reserve the option to cancel or reschedule a learning event if the minimum number of participants is not met.

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