

CHECKLIST OF DOCUMENTS TO BE RETURNED TO STTA
AT POINT OF REGISTRATION

S/N	Task	Check Box
1.	Duly completed Registration Form (Annex A)	
2.	Duly signed Fees, Terms and Conditions (FTC) Form. (Annex B)	
3.	Duly completed and signed GIRO Application Form. (Annex C)	
4.	Cheque payment for <ul style="list-style-type: none">- 1st month training fees,- Registration Fees,- Annual Group Personal Accident Insurance Fees; and- Refundable Deposits	



ZONE TRAINING CENTER 区域训练中心 - Registration Form 报名表格

PERSONAL PARTICULARS 个人资料

Date of Entry 加入日期

Zone Centre 区域中心

Toa Payoh	<input type="checkbox"/>	Yishun	<input type="checkbox"/>
Bishan	<input type="checkbox"/>	Jurong West	<input type="checkbox"/>
Pasir Ris	<input type="checkbox"/>	Hougang	<input type="checkbox"/>
Clementi	<input type="checkbox"/>	Sports School	<input type="checkbox"/>

Affix Photo Here

Name/Gender 姓名

(中) Gender 性别

Male男 / Female女

(English)

Address 住址

Postal 邮编

Tel No. 联络号码

Home 住宅

Mobile 手机

Email Address 电子邮件地址

Date of Birth 出生日期

Place of Birth 出生地

NRIC/BC 身份证/出生证号码

Nationality 国籍

Do you have siblings in STTA Zone Training Centre? 你有兄弟姐妹在乒总中心练球吗?

If Yes, what is his / her name 如有, 姓名:

Which Centre? 哪个中心?

IN CASE OF EMERGENCY, PLEASE CONTACT 紧急实况下, 请联络:

Name 姓名

Tel No. 联络号码

(home 住宅)

(mobile 手机)

Email Address 电子邮件地址

Relationship 亲属关系

PAP Community Foundation (PCF)

Are you formally studying at PAP Community Foundation during your Kindergarten days? (Please fill up this section)

If Yes, which centre? _____ Block Number _____

Recommended by any STTA coaches: _____

PERSONAL HEALTH DATA 个人身体资料

Height 身高

Weight 体重

Any Drug Allergy任何药物过敏?

Ever been warded into hospital
是否曾经被送入或住入医院?

Yes / No* (是 / 否)*

If Yes, please state reason
如果是,注明原因

Personal & Family Health History
个人与家庭健康资料

Personal
个人

Yes 是

No 否

Family 家庭

Yes 是

No 否

If Yes, please state details

Copy of Birth Certificate & Passport is to be submitted. 请附上出生证明文件及护照影印本。

ACKNOWLEDGEMENT & AGREEMENT TO ADHERE TO THE JUNIOR DEVELOPMENT SQUAD SELECTION POLICY

I, _____(Name) _____(NRIC), parent / guardian of
_____(Name) _____(NRIC), fully understand and
agree to adhere to the terms & qualifying conditions of the Junior Development Squad selection policy
which is published on the STTA website (www.stta.org.sg).

Name & Signature of Parent / Guardian, Date

Fees, Terms and Conditions (FTC) Form

1. Basic fees and deposits for the Zone Training Centre Program:

#Fees & Deposits		#Group Annual Personal Accident Insurance ⁴	
Registration Fees ¹	\$21.40 per child	Period Join	Insurance Fees
Refundable Deposit ²	\$267.50 per child	1 st Jan to 31 st Mar	\$10.50 per child
Training Fees ³ \$267.50 for 1 st child per month , \$240.75 for 2 nd child per month \$214.00 for 3 rd & subsequent child per month		1 st Apr to 30 th Jun	\$7.85 per child
		1 st Jul to 30 th Sept	\$5.25 per child
		1 st Oct to 31 st Dec	\$2.65 per child
NOTE:			
¹ One-time non-refundable registration fees is applied on all new applications or re-applications on or after 1 st April 2015 ² Payable at the time of registration, and refundable within 4 weeks via cheque upon submission of the formal withdrawal form and after deducting all outstanding fees. ³ New trainees who join on or before the 15 th of the month shall pay the full month fee for the 1 st month. New trainees who join on or after 16 th of the month shall pay half month fee for the 1 st month. ⁴ Purchase of insurance fees is compulsory. Fee paid is for insurance cover till 31 st Dec of each year. Year payment is required at the start of each new year if trainee continues in the training program onto the 1 st Jan of the next year. Refer to STTA website for full insurance cover. # STTA has the rights to make changes to all fees and deposits payable without prior notice.			

2. Payment for 1st month Training Fees and Registration Forms submission:

S/N	Payment for 1st month Training Fees and Registration Forms submission	Due Date
1.	The parent/guardian must submit the followings to the coach or STTA office at Toa Payoh at the point of registration: <ul style="list-style-type: none"> • Duly completed Registration Form (Annex A) • Duly signed Fees, Terms and Conditions (FTC) Form. (Annex B) • Duly completed and signed GIRO Application Form. (Annex C) • Cheque⁴ payment for 1st month's training fees and deposits. Registration Fees should also be paid together with the 1st month training fee for new applications or re-applications on or after 1st April 2015. 	At the point of registration
NOTE:		
⁴ GIRO application is expected to take up to 10 weeks for bank's approval. Fees payment shall be via Cheque for the first month. Cheques must be crossed A/C payee and made payable to "STTA". The back of each cheque must clearly state these information: Trainee's Name & NRIC/Birth Certificate or Passport No., Training Centre, Fee Payment for month(s) (eg, Mar 2015) and Cheque Account Holder's Contact No.		

3. Payment for 2nd and subsequent months Training Fees:

S/N	Fees & Mode of Payment	Payment Due Date
1.	2 nd and subsequent month training fees shall be via Cheque ⁴ till GIRO deduction has been approved	On or before the 22 nd day [^] of the prior month before the next monthly lessons. Pass the cheque ⁴ to the coach or STTA office @ Toa Payoh. [^] if the 22 nd day of the month falls on a non-working day for STTA, then the payment due date will be on the next working day.
2.	GIRO Deduction ⁵ .	Between the 16th to 20th day of the prior month before next monthly lessons. A GIRO surcharge of \$10.70 will be imposed for each unsuccessful GIRO deductions. If GIRO deduction is unsuccessful, we will inform you to make cheque payment over to the STTA office @ Toa Payoh. An admin fees of \$21.40 will be payable for cheque payment.
NOTE:		
⁴ GIRO application is expected to take 10 weeks for bank's approval. Fees payment shall be via Cheque till GIRO deduction is approved by bank. ⁵ The banks should have approved the GIRO deductions by 3 rd month if the duly completed GIRO form was submitted during registration.		



Fees, Terms and Conditions (FTC) Form

4. Other Fees and Course Withdrawal Procedure:

S/N	Fees / Deposits	Details
1.	Unsuccessful GIRO deduction fee.	\$10.70 for each unsuccessful GIRO deductions, if deduction failure was not due to STTA's fault.
2.	Admin fees for cheque payment	If GIRO deduction was not approved by the end of the 3 rd month, STTA shall reserve the right to impose additional admin fees of \$21.40 per month of training fees payment made via cheque on or after the 4th training month.
3.	Late payment fees	\$21.40 per child per month, or part thereafter, if payment is not received by the last working day of the prior month before the next monthly lesson.
4.	Bad / Bounced cheque fees	\$32.10 per bounced / bad cheque
5.	Course Withdrawal	Each child is deemed to be in the training program and the parent/guardian must continue to pay all fees until formal written withdrawal is submitted to STTA ZTC Coach in person before the commencement of each monthly lesson. The course withdrawal form can be downloaded from the STTA website or obtained from coaches / STTA office @ Toa Payoh.

5. Each child may be excluded from lessons at any time when fees are unpaid. STTA has the rights to suspend or terminate the child's lessons until all outstanding fees are paid.
6. There will not be any make-up classes, pro-rating of fees or refund of fees for absenteeism due to any reasons, including but not limited to medical leave, illness, injuries, school exams, holiday...etc. All fees are non-transferable.
7. Each child is not allowed to join back within 6 months from the withdrawal of STTA Zone Training Centre.
8. The terms & conditions stated in this document shall remain applicable after the child has progressed to other STTA-run table tennis training programs.
9. The parent/guardian will provide to STTA full disclosure pertaining to the child's health and medical history, as well as any learning disabilities or limitations.
10. By signing the below agreement, you are granting STTA's permission to use your child's images for promotional or publicities purposes.
11. STTA will not bear any liability for any loss of property or personal injury during classes or within the STTA premises.
12. STTA has the rights to include, delete or change any of the above terms and conditions without prior notice.

Acknowledgement by Parent / Guardian*

I, _____ (full name), NRIC/FIN/Passport Number: _____,
 being Parent / Guardian* of _____ (name of trainee)
 _____ (Birth Cert Number), hereby certify that all the information and details provided are accurate and I am agreeable to all the above stated terms and conditions.
 Email of Parent / Guardian: _____

 Commence date for training (ddmmyy)

 Signature / Date

*Please delete where applicable



Fees, Terms and Conditions (FTC) Form

1. Basic fees and deposits for the Zone Training Centre Program:

#Fees & Deposits		#Group Annual Personal Accident Insurance ⁴	
Registration Fees ¹	\$21.40 per child	Period Join	Insurance Fees
Refundable Deposit ²	\$267.50 per child	1 st Jan to 31 st Mar	\$10.50 per child
Training Fees ³ \$267.50 for 1 st child per month , \$240.75 for 2 nd child per month \$214.00 for 3 rd & subsequent child per month		1 st Apr to 30 th Jun	\$7.85 per child
		1 st Jul to 30 th Sept	\$5.25 per child
		1 st Oct to 31 st Dec	\$2.65 per child
NOTE:			
¹ One-time non-refundable registration fees is applied on all new applications or re-applications on or after 1 st April 2015			
² Payable at the time of registration, and refundable within 4 weeks via cheque upon submission of the formal withdrawal form and after deducting all outstanding fees.			
³ New trainees who join on or before the 15 th of the month shall pay the full month fee for the 1 st month. New trainees who join on or after 16 th of the month shall pay half month fee for the 1 st month.			
⁴ Purchase of insurance fees is compulsory. Fee paid is for insurance cover till 31 st Dec of each year. Year payment is required at the start of each new year if trainee continues in the training program onto the 1 st Jan of the next year. Refer to STTA website for full insurance cover.			
# STTA has the rights to make changes to all fees and deposits payable without prior notice.			

2. Payment for 1st month Training Fees and Registration Forms submission:

S/N	Payment for 1st month Training Fees and Registration Forms submission	Due Date
1.	The parent/guardian must submit the followings to the coach or STTA office at Toa Payoh at the point of registration: <ul style="list-style-type: none"> Duly completed Registration Form (Annex A) Duly signed Fees, Terms and Conditions (FTC) Form. (Annex B) Duly completed and signed GIRO Application Form. (Annex C) Cheque⁴ payment for 1st month's training fees and deposits. Registration Fees should also be paid together with the 1st month training fee for new applications or re-applications on or after 1st April 2015. 	At the point of registration
NOTE:		
⁴ GIRO application is expected to take up to 10 weeks for bank's approval. Fees payment shall be via Cheque for the first month. Cheques must be crossed A/C payee and made payable to "STTA".		
The back of each cheque must clearly state these information: Trainee's Name & NRIC/Birth Certificate or Passport No., Training Centre, Fee Payment for month(s) (eg, Mar 2015) and Cheque Account Holder's Contact No.		

3. Payment for 2nd and subsequent months Training Fees:

S/N	Fees & Mode of Payment	Payment Due Date
1.	2 nd and subsequent month training fees shall be via Cheque ⁴ till GIRO deduction has been approved	On or before the 22 nd day [^] of the prior month before the next monthly lessons. Pass the cheque ⁴ to the coach or STTA office @ Toa Payoh. [^] if the 22 nd day of the month falls on a non-working day for STTA, then the payment due date will be on the next working day.
2.	GIRO Deduction ⁵ .	Between the 16th to 20th day of the prior month before next monthly lessons. A GIRO surcharge of \$10.70 will be imposed for each unsuccessful GIRO deductions. If GIRO deduction is unsuccessful, we will inform you to make cheque payment over to the STTA office @ Toa Payoh. An admin fees of \$21.40 will be payable for cheque payment.
NOTE:		
⁴ GIRO application is expected to take 10 weeks for bank's approval. Fees payment shall be via Cheque till GIRO deduction is approved by bank.		
⁵ The banks should have approved the GIRO deductions by 3 rd month if the duly completed GIRO form was submitted during registration.		





APPLICATION FORM FOR INTERBANK GIRO

Part 1: For Applicant's Completion (Fill In The Spaces Indicated With ✓)

Date: ✓	Name of Billing Organisation (BO): SINGAPORE TABLE TENNIS ASSOCIATION
To: Name of Bank: ✓	Billing Organisation's Customer's Name:
	Billing Organisation's Customer's NRIC:
Branch: ✓	Billing Organisation's Customer's Reference Number:
(a) I/We hereby instruct you to process the BO's instructions to debit my/our account. (b) You are entitled to reject the BO's debit instructions if my/our account does not have sufficient funds and charge me/us a fee for so doing. You may also, at your discretion, allow the debit even if this results in an overdraft on the account and impose charges accordingly. (c) This authorization will remain in force until terminated by your written notice sent to my/our address last known to you or upon receipt of my/our written revocation through the BO.	
My/Our Name(s) as in Bank's record ✓	My/Our Contact (Tel/Fax/HP) Numbers: ✓
My/Our Account Number: ✓	My/Our Company Stamp/Signature(s)/Thumbprint(s)*: ✓ (as in bank's record) *For thumbprints, please go the branch with your identifications.

Part 2: For Singapore Table Tennis Association's Completion

Bank				Branch			Billing Organisation's Account Number									
7	1	7	1	0	0	5	0	0	5	0	1	6	8	9	5	3
Bank				Branch			Account Number To Be Debited									
Billing Organisation's Reference Number																

Part 3: For Bank's Completion

To: Billing Organisation

This Application is hereby REJECTED (please tick) for the following reasons(s):

<input type="checkbox"/> Signature / Thumbprint* differs from Bank's records	<input type="checkbox"/> Wrong account number
<input type="checkbox"/> Signature / Thumbprint* incomplete / unclear	<input type="checkbox"/> Amendments not countersigned by customer/BO
<input type="checkbox"/> Account operated by signature/thumbprint*	<input type="checkbox"/> Others: _____

Name of Approving Officer	Authorised Signature	Date
---------------------------	----------------------	------