

MEMBERSHIP APPLICATION FORM 2016

Please fill the information below

Fields marked with an asterisk(*) are mandatory

CONTACT INFORMATION

Title:*

First Name:*

Last Name:*

Middle Name:

Preferred First Name:

Gender:*

Nationality:*

++ Education Level:

Organization:*

Employee ID#:

Job Title:*

Department:

Phone - Business
 Direct:*

Mobile No:*

Email:*

Expectation/Reasons for
 joining the Future CEO
 Program:*

from where did you hear
 about the course?:

I hereby apply for membership of the Future CEO program and confirm that I agree with the Terms and Conditions and to pay the "Joining Fee" of QAR 3500 upon a confirmation of a place in the program.*

Signature: _____

Date:

COMPANY INFORMATION

Name of Company:*

Industry:*

Business activity
 (in 10 words or less):*

++ Organization Type:

Year Established (locally):

++ Ownership :

Annual Revenue (QR):

Number of Employees:

Website:*

Phone - Business General:*

Fax:*

Company Email:*

PO Box:*

Address Line 1:*

Address Line 2:

Country:*

++ Please fill a value from the below for the associated field

++ Education Level

High School
 Diploma
 Associate Degree
 Bachelor's Degree
 Master's Degree

++ Organization Type

Public
 Private
 Non Profit
 Subsidiary

++ Ownership

Locally owned
 Overseas owned

QFBA FUTURE CEO PROGRAM TERMS AND CONDITIONS

This document (together with any documents expressly referred to in it) contains the terms and conditions on which we agree to provide, and you agree to accept, training in respect of the QFBA Future CEO Program (the "Program") from QFBA ("Terms").

For the purposes of these Terms, QFBA or "we"/"us"/"our" means Qatar Finance and Business Academy LLC.

We may, at our sole discretion, amend these Terms from time to time. Before applying for the Program, please check these Terms (and any amended versions) to ensure you understand the terms and conditions that will apply to the provision by us, and acceptance by you, of the Program from QFBA at that time. By applying to participate in the Program provided by us (whether through our website or otherwise) or attending any part of the Program, you agree to be bound by these Terms.

1. GENERAL

1.1 Our Program joining fee is displayed on our website and/or brochure ("Joining Fee"). The Joining Fee is quoted and payable in Qatari Riyals.

1.2 We reserve the right to change the Joining Fee from time to time. In the unlikely event the Joining Fee displayed on our website or brochure is incorrect, we will notify you as soon as we reasonably can. The correct Joining Fee will apply and remain payable.

1.3 You may attend the Program only if we have received payment for your participation in the Program in cleared funds from you or your employer. Without prejudice to our rights and remedies under these Terms, we reserve the right to suspend the provision of the Program to you if any sum payable is not paid in full on or before the due date.

1.4 You warrant that the information supplied on the Program application form or otherwise in connection with your enrolment is complete and correct and that the giving of false or incomplete information may lead to the refusal of your enrolment or your suspension or expulsion from the Program (without refund).

2. PAYMENT TERMS – INDIVIDUALS

2.1 The payment terms contained in this clause 2 will apply where individual participants are making payment directly to us.

2.2 Unless stated otherwise elsewhere in our website or Program brochure, you must pay to us the Joining Fee at least two (2) weeks before the Program start date to confirm your place in the Program.

2.3 You may make payment using any of the following methods (cash payment is not acceptable):

- (a) Point of Sale (POS) – using debit or credit cards;
- (b) Online Payment facility- using debit or credit cards; or
- (c) Online bank transfer to the following bank account:

Name	Qatar Finance And Business Academy
Address	The Commercial Bank of Qatar Corporate Branch PO Box 3232 Doha, State of Qatar
Account No	201-583547-4580
Swift Code	CBQQAQAA
IBAN No	QA25 CBQA 1 4720 5835 4580 0000 0000

3. PAYMENT TERMS – BUSINESS

3.1 If your employer is paying the Joining Fee directly to us:

- (a) we will agree to accept payment from your employer only if your employer has provided a written authorization for such payment (email, fax or hard copy) and details of the contact person in your organisation to whom the invoice should be sent.
- (b) We will then invoice your employer directly and payment of the Joining Fee will be due immediately upon receipt of invoice and two (2) weeks prior to the Program start date whichever is earlier and payment can be made via any of the methods described in clause 2.3 above.

4. CANCELLATION/ WITHDRAWAL/NO SHOW AND REFUND

4.1 All notices in respect of a withdrawal from, or cancellation of attendance on, the Program must be sent to us in writing either by email or facsimile.

4.2 You will only be entitled to a Joining Fee refund (less our administration charge of QAR250) if you send to us your written notice of withdrawal from the Program before a notice confirming your place on the Program has been issued by us.

4.3 If you withdraw from the Program after a notice confirming your place on the Program has been issued by us, no refund of any portion of the Joining Fee will be provided.

4.4 If there is a no show (ie you do not attend the Program without providing the requisite prior notice of cancellation or withdrawal), the full Joining Fee plus %100 fees attributable to Program materials are payable.

4.5 We may suspend or terminate your participation in the Program in a range of circumstances including:

- a) Failure to pay the Joining Fee;
- b) Failure to attend Program meetings on a regular basis;
- c) Bringing our name or standing or the name or standing of the Program into disrepute; or
- d) Your continued participation in the Program is considered by us to be not in our best interests or the best interest of the Program for any reason.

4.6 Notwithstanding any other Terms, refunds are not available for any amounts paid for Program materials, where the materials have been supplied to you.

5. INTELLECTUAL PROPERTY RIGHTS

5.1 We or our education partners or licensor or the developer (each a "Licensor") own all intellectual property rights in or arising out of or in connection with the provision and delivery of all our courses (including the Program), the Program materials and content.

5.2 Use of the Program materials in a manner not expressly permitted in these Terms is strictly prohibited and will constitute an infringement of either our or our Licensor's copyright or other intellectual property rights.

5.3 You may use the Program materials solely for the purposes of attending and completing the Program. You acknowledge that, in respect of any third party intellectual property rights, your use of the Program materials is conditional on us obtaining a written licence from the relevant Licensor on such terms as will entitle us to grant such right to you.

5.4 At all times, we and/or the Licensor, will remain the owner of the intellectual property in the Program, the Program materials and content. You must not:

- (a) modify, copy, reproduce, re-publish, sub-licence, sell, upload, broadcast, post, transmit, make available, disseminate or distribute in any way any of the Program materials or content;
- (b) modify, adapt, merge, translate, disassemble, decompile, recompile or reverse engineer any software forming part of the Program materials or content or create derivative works based on the whole of or any part, or which incorporate, the Program materials or contents into any software program.

6. LIMITATION OF LIABILITY AND WARRANTIES

6.1 Nothing in these Terms limits or excludes our liability for:

- (a) death or personal injury caused by our negligence;
- (b) fraud or fraudulent misrepresentation.

6.2 Subject to clause 6.1:

- (a) under no circumstances will we be liable to you, whether in contract, tort

(including negligence), breach of statutory duty, or otherwise, for any loss of profit, or any indirect or consequential loss arising under or in connection with these Terms; and (b) our total liability to you in respect of all other losses arising under or in connection with these Terms, whether in contract, tort (including negligence), breach of statutory duty, or otherwise, will not exceed the value of the Joining Fee paid by you.

6.3 It is your responsibility to verify that the Program is suitable and will meet your needs. We do not make any commitment or promise or give any representation, assurance, warranty or guarantee to you that:

- (a) you will obtain any particular result from the Program or the materials provided in such Program;
- (b) you will receive any particular qualification on completion of the Program (unless otherwise expressly stated on our website or our brochures);
- (c) the Program that you enrolled for (including the Program materials and content) will be error free.

6.4 Except as set out in these Terms, to the fullest extent permitted by law, we exclude all warranties, conditions and other terms implied by law, custom or conduct.

6.5 This clause 6 will survive termination or expiration of these Terms.

7. PROGRAM ATTENDANCE AND DELIVERY

7.1 The success of the Program for all members requires commitment to regular attendance. You will receive a copy of the meeting dates for the forthcoming year. If you are frequently unable to attend Program-related meetings due to conflicts with another ongoing commitments, you should notify us so that alternative arrangements can be discussed.

7.2 It is preferable that you arrive approximately 15 minutes prior to the commencement of any Program meetings as indicated on the relevant agenda, to enable informal contact with fellow Program members prior to the punctual start of the formal agenda.

7.3 You must notify us if your attendance at any Program meeting is unavoidably delayed.

7.4 Where you are unable to attend a Program meeting, you should notify us as soon as possible to enable an apology to be tendered to the other attendees on your behalf.

7.5 We reserve the right to vary the Program delivery from time to time. This may include site visits or special events in lieu of the standard meeting format. Occasionally meetings may not have an expert speaker.

7.6 Expert speakers are external to, and independent agents and we are not responsible for any advice or recommendations which arise either during, or subsequent, to their presentations.

7.7 We may host events that provide opportunities for contact with the wider membership of the Program. Whilst networking opportunities may become available, you may not make direct contact with the wider membership by mass direct marketing (mail or electronic) or the like, for the purposes of selling products or services. Should you wish to contact the wider Program membership you must contact us in the first instance.

8. Force Majeure

8.1 For the purposes of these Terms, Force Majeure Event means an event beyond our reasonable control including but not limited to strikes, lock-outs or other industrial disputes (whether involving our workforce or that of any other party), failure of a utility service or transport network, act of God, war, riot, civil commotion, malicious damage, compliance with any law or governmental order, rule, regulation or direction, accident, breakdown of plant or machinery, fire, flood, storm or default of suppliers or subcontractors.

8.2 We will not be liable to you as a result of any delay or failure to perform our obligations under these Terms as a result of a Force Majeure Event.

8.3 If the Force Majeure Event prevents us from providing any part of the Program, we will have the right to cancel the Program or you may withdraw from the Program by the relevant party giving written notice of such cancellation or withdrawal to the other.

9. Notices

9.1 Any notices required to be served on any party under these Terms will be deemed properly served if sent by courier or registered post to the last specified postal address, or by email to the last specified email address. A notice delivered personally is deemed to be given on the day on which it was left at the specified address. A notice sent by post is deemed to be given on the day it was posted as evidenced by the sender. A notice sent by facsimile or email is deemed to be given on the day it was sent.

10. Data Protection

10.1 You expressly agree that we are permitted to hold, process and store the information we receive from you or otherwise hold about you in accordance with these Terms and our data protection and privacy and cookie policies. Please click on the following link for a copy of these policies;

- QFBA Data Protection and Privacy Policy
- QFBA Cookie Policy

10.2 Transfer of your personal data

You expressly and unconditionally consent to us processing, transferring and/or releasing your personal data to our Licensor and its education partners outside of the Qatar Financial Centre jurisdiction for the purposes of administering and delivering the Program to you. The personal data that we may transfer and release includes without limitation your name, email address, home address, mobile and home telephone number, amount invoiced for the Program, your employer's name, title, and contact details and such other information that the Licensor may request from time to time.

11. Confidentiality

You must not at any time, either during or after the Program, disclose or communicate to any person whatsoever any information that you have obtained or received, or to which you may have access as a result of participating in the Program, to any person except other participants on the Program or as authorised in writing by us.

12. Compliance with our Policies

You must, at all times, comply with all our policies and procedures that we may notify you of from time to time including but not limited to our health and safety policies and procedures and privacy policy.

13. Third Party

A person who is not a party to these Terms will have no rights under or in connection with such Terms.

14. Governing Law and Jurisdiction

These Terms, and any dispute or claim arising out of or in connection with such terms or their subject matter or formation (including non-contractual disputes or claims), will be governed by, and construed in accordance with, the Laws of the Qatar Financial Centre without regard to principles of conflict of laws. The parties irrevocably submit to the exclusive jurisdiction of the QFC Civil and Commercial Court.

15. Entire Agreement and No Reliance

These Terms constitute the entire agreement between you and us, supersede and extinguish all previous agreements, promises, assurances, warranties, representations and understandings between us, whether written or oral, relating to its subject matter. You acknowledge that you have not relied on any statement, promise, warranty or representation made or given by us or on our behalf which is not set out in these Terms. You agree that you will have no:

- (a) remedy in respect of any statement, representation, assurance or warranty (whether made innocently or negligently) that is not set out in these Terms.
- (b) claim for innocent or negligent misrepresentation or negligent misstatement based on any statement in these Terms. The provisions of this clause are subject to clause 6.