



BUKIT BATOK DRIVING CENTRE LTD
815 Bukit Batok West Avenue 5 Singapore 659085
Tel: 1800 666 8888/ (65) 6561 1233
Fax: (65) 6561 1266
Internet: <http://www.bbdc.sg>
Company Reg No.: 198801155R

DRIVING ORIENTATION COURSE ENROLMENT FORM

Please complete & tick (✓) where appropriate.

TYPE OF CAR AUTO MANUAL

NRIC/FIN no.: _____

Name (as on NRIC/FIN Card): _____

Contact No: (Home) _____ (Office) _____ (HP) _____

Do you wish to receive marketing messages from BBDC via SMS, phone call and mail? Yes No

Subjects covered during training:

- Multi-storey Carpark
- Expressway Driving
- Driving in Congested Area

(2 SESSIONS MAY NOT COVER ALL SUBJECTS)

DECLARATION:

1. I am aware that lessons booked are non-refundable or transferable.
2. I understand that postponement of lessons must be made in person and at least 3 days in advance.
3. I am aware that replacement of lesson must be within 1 month from original training date.
4. I hereby declare that all information given by me to the Centre is correct. I have read and agree to abide by all the terms and conditions overleaf. The Centre is at liberty to vary or amend all or any of the terms and conditions at any time and from time to time, and any variation or amendments or addition shall bind me to the terms and conditions.

DATE: _____

APPLICANT'S SIGNATURE: _____

FOR OFFICIAL USE ONLY

COURSE DATE AND TIME

Lesson Date: (Day 1) _____ Time: _____ Auto Manual
(Day 2) _____ Time: _____ Auto Manual
(Day 3) _____ Time: _____ Auto Manual
(Day 4) _____ Time: _____ Auto Manual

Attended By	RECEIPT NO	Checked By

TERMS AND CONDITIONS FOR DRIVING ORIENTATION COURSE

The applicant (hereinafter called the 'Learner') accepts the following Terms and conditions for enrolling as a Learner at BUKIT BATOK DRIVING CENTRE LTD (hereinafter called the 'Centre').

Words importing the singular shall include the plural and vice versa and words importing the masculine gender shall include the feminine gender.

WAIVER OF ENROLMENT FEE

Enrolment fee of \$21.40 will be waived if a BBDC Class 3 member registers for this course within the same day of passing and book for at least 2 practical lessons.

DOCUMENTS TO PRODUCE FOR EACH LESSON

- Official receipt
- Identity Card or Valid Passport
- Valid Singapore Qualified Driving Licence
- Cashcard

PAYMENT/ BOOKING

- Booking is only accepted based on the available slots.
- All payments must be made by cash, Cashcard, NETS or cheque.
- Cheques must be made payable to "**BUKIT BATOK DRIVING CENTRE LTD**"; Cheques bearing the words "non-transferable" or "not transferable" or post-dated cheques will not be accepted.
- Learner is only allowed to book for his/her course date upon clearance of cheque
- Any returned/bounced cheque will be subjected to an administrative fee of \$10.70 (incl. GST).
- All fees paid are non-refundable and non-transferable.

RULES FOR LEARNER

- The Learner must be in proper attire.
- No smoking is allowed on the premises except at particular designated areas
- The Learner has to accept any instructor allocated to him at all times.
- The Learner has to bring along his own Cashcard and bear all ERP charges during the training.
- The Learner is not permitted to attend any course while under the influence of alcohol or drugs.
- The Learner shall not be entitled to demand or hold the Centre responsible for any refund in whatever manner and for any sums whatsoever if he fails to be punctual for lessons due to any reasons whatsoever.
- The Learner will not be permitted to attend any course in the event whereby his licence is suspended/ revoked.
- The Learner has to accept any demerit points/fines accumulated (if any) during his/her training.

POSTPONEMENT/WITHDRAWAL/TRANSFER

The Centre will not accept any postponement, withdrawal or transfer of course date regardless of any emergencies, medical grounds or any other reason(s) whatsoever.

REFUND

The Learner shall not hold the Centre and its staff responsible for any settlement or refund should he fail to attend the course regardless of any reason(s) whatsoever.