



SINGAPORE  
PRODUCTIVITY  
ASSOCIATION

### INSTITUTIONAL MEMBERSHIP APPLICATION FORM

Please write in BLOCK LETTERS and cross (X) the relevant boxes  .  
Whenever an asterisk (\*) appears, please delete whichever not applicable.

#### PART A: ORGANISATION DETAILS

Organisation Name:

Mailing Address:

Staff Strength:

Industry:

Construction

Services

Finance

Trading

Manufacturing

Transport

Public Service

Others, please specify  
\_\_\_\_\_

Ownership:

Local-owned

Foreign-owned

Non-profit

Government-owned

Main Business Activities:

Website Address:

#### PART B: REPRESENTATIVE DETAILS

##### Details of Organisation Representative

Salutation:

Dr/Mr/Ms/Mdm/Mrs\*

Full Name:

Designation:

E-mail Address:

Contact Number:

##### Details of Contact Person (if applicable)

Salutation:

Dr/Mr/Ms/Mdm/Mrs\*

Full Name:

Designation:

E-mail Address:

Contact Number:

\*Correspondence Should Be Addressed To:  
(Please tick on the corresponding box provided)

Organisation Representative

Contact Person

<b>SINGAPORE PRODUCTIVITY ASSOCIATION: INSTITUTIONAL MEMBERSHIP FEES</b>				
<b>Membership Categories</b>		<b>Annual Membership Fee (subject to prevailing GST)</b>		
Under 25 employees		\$ 100.00		
25 – 50 employees		\$ 200.00		
51 – 100 employees		\$ 300.00		
101 – 200 employees		\$ 500.00		
201 – 500 employees		\$ 750.00		
501 – 1000 employees		\$1,000.00		
Over 1000 employees		\$1,500.00		
<b>PART C: MEMBERSHIP AGREEMENT</b>				
<p>By signing this membership application form, you agree that Singapore Productivity Association (SGPA) may collect, use and disclose your personal data, as provided in this application form, or (if applicable) obtained by our organisation as a result of your membership, for the following purposes in accordance with the Personal Data Protection Act 2012 and our data protection policy available at our SGPA website:</p> <ul style="list-style-type: none"> <li>a) the processing of this membership application,</li> <li>b) the administration of the membership with our organisation, and</li> <li>c) provision of information which might be relevant to you on activities such as upcoming events, seminars, workshops, conferences and training programmes by Singapore Productivity Association and its affiliated organisations.</li> </ul> <p>Please visit our website at <a href="http://www.sgpa.org.sg">www.sgpa.org.sg</a> for further details on our data protection policy, including how you may access and correct your personal data, or withdraw consent to the collection, use or disclosure of your personal data</p> <p><input type="checkbox"/> Yes, I agree.</p>				
Name:		Designation:		Date:
Company Stamp:			Signature:	
			<p style="text-align: center;">X</p> <hr style="width: 100%;"/>	
<b>IMPORTANT NOTE:</b>				
<ul style="list-style-type: none"> <li>◆ Please fill in all relevant sections of the form, sign and mail it to: SINGAPORE PRODUCTIVITY ASSOCIATION, 11 Eunos Road 8, #08-01, Lifelong Learning Institute, Singapore 408601.</li> <li>◆ You may also scan the completed and signed application form, and email it to us at <a href="mailto:secretariat@sgpa.org.sg">secretariat@sgpa.org.sg</a></li> <li>◆ Fees are inclusive of prevailing GST.</li> <li>◆ Payment may be made by cheque, bank transfer to DBS Bank account 006-009820-7, or PayNow to UEN S73SS0023E (Singapore Productivity Association).</li> <li>◆ For PayNow or bank transfer, please email the screen cap or photo of the transfer details to <a href="mailto:secretariat@sgpa.org.sg">secretariat@sgpa.org.sg</a></li> <li>◆ For cheque payment, cheque should be crossed and made payable to “Singapore Productivity Association”. Please write your name and contact number at the back of the cheque and mail it to us with the application form.</li> <li>◆ For more information on SGPA, please e-mail: <a href="mailto:secretariat@sgpa.org.sg">secretariat@sgpa.org.sg</a> or visit <a href="http://www.sgpa.org.sg/">http://www.sgpa.org.sg/</a></li> </ul>				
<b>For Official Use Only:</b>				
Date Joined:	Date of Expiry:	Membership Fee: S\$	Paid by: Transfer / Cheq / PayNow	Membership No: