



**Malaysian Dental Association & Traders Seminar /Workshop
Collaboration Agreement Form**

Trader particular

Company name: _____

Contact person: _____

Tel:..... Email:..... H/P:.....

Event Detail: Seminar Workshop Seminar/Workshop

Date: _____ Time started: _____ Time ended: _____

Venue: _____

Event: theme/Name: _____

Speakers & lecture/workshop topic & synopsis:

1.....

2.....

*Please attach the CV & lecture synopsis together with the form.

Collaboration details: (please tick on the box/es)

I wish to confirm on Option below:

1. Application of CPD points only:
Administration Fee Fee: RM400
2. Publicity only: (**content to be approved by MDA**)
 - a. Flyer, piggyback with MDA mailing schedule. Fee: RM2000
 - b. Flyer, stand-alone mailing. Handling Fee RM1000 + Postage fee** Fee: RM1000+
 - c. Email blast to MDA members. 1 round; 2 weeks' notice required Fee: RM1500
 - d. Event uploads to MDA website. 1 complimentary email blast Fee: RM1500
3. Renting of MDA Secretariat only, with basic AV facilities*.
 - a. Full day (9:00 am to 5:00pm) Fee: RM2000
 - b. Evening (6:30pm to 10:00pm) Fee: RM1000
4. Jointly organizing with venue at MDA Secretariat
 - Full day (9:00 am to 5:00pm) commitment fee Fee: RM3000
 - Evening (6:30pm to 10:00pm) commitment fee Fee: RM2000
 - a. Trader will covers total speakers expenses
 - b. Trader will covers the expenses of material of workshop if any
 - c. Registration fee for seminar/workshop will be paid to MDA
 - d. Venue at MDA secretariat complimentary, package with standard basic AV facilities*
 - e. Item 1, 2a, 2c & 2d above will be complimentary
 - f. 1 free advertisement at MDJ web site for 1 month

g. if trader wish to conduct the event other than MDA secretariat, the venue expenses will be fully borne by the trader.

* * All payment must be made in advance to MDA upon signing the contract. The contract will only be valid upon clearance of payment. All prices quoted above exclude **6% GST**. Final amount with GST will be shown on the tax invoice.

*MDA reserve the right to cancel the event if the speaker fails to turn up & the commitment fee from trader will be forfeited.

* MDA reserves the right to cancel the event if circumstances dictate. No refund will be considered.

*AV equipment inclusive of 1 wired microphone & projector

Total Fee: RM

Payment detail:

Please make cheque payable to “Malaysian Dental Association” or via credit card

Account Payee: Malaysian Dental Association

Name of Bank: Public Bank Berhad

Branch: Bukit Damansara

Account Number: 3084249406

MDA representative:

Trader representative:

Name: _____

Name: _____

Signature:

Signature:

.....

.....

Date: _____

For enquiries, please contact us at:

Malaysian Dental Association, D-5-1(Level 5), Pusat Komersil Parklane, Jalan SS7/26, Kelana Jaya, 47301 Petaling Jaya, Selangor, Malaysia. Tel: +603- 78876760/ 6762/ 6769 Fax: +603-78876764

E-mail: mdaassoc@mda.org.my Website: <http://www.mda.org.my>