



**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 **0% 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

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