

# AGENT APPLICATION FORM

## Marketing Department

| RECRUITER DETAILS               |                   |  |                   |
|---------------------------------|-------------------|--|-------------------|
| <b>Applicant Name</b>           |                   |  |                   |
| <b>Company Name</b>             |                   |  |                   |
| <b>Company Registration No.</b> |                   |  |                   |
| <b>Postal Address</b>           |                   |  |                   |
| <b>Contact No.</b>              | <b>Mobile No:</b> |  | <b>Office No:</b> |
| <b>Email Address</b>            |                   |  |                   |
| <b>Website URL</b>              |                   |  |                   |

| BENEFICIARY INFORMATION |  |
|-------------------------|--|
| <b>Bank Name</b>        |  |
| <b>Beneficiary Name</b> |  |
| <b>Account No.</b>      |  |
| <b>Swift Code</b>       |  |

| REFEREE              |                   |  |                   |
|----------------------|-------------------|--|-------------------|
| <b>Company Name</b>  |                   |  |                   |
| <b>Referee Name</b>  |                   |  |                   |
| <b>Contact No.</b>   | <b>Mobile No:</b> |  | <b>Office No:</b> |
| <b>Email Address</b> |                   |  |                   |

## DECLARATION

I/We declare that the information given above is accurate and truthful. I understand that by providing **FALSE** Information, ALFA University College has the right to cancel this Agency Agreement.

**NOTE:** The Recruiter will counsel and support their applicants throughout the entire application process, assisting in the preparation/submission of accurate documents and genuine information for this purpose. Recruiter should be honest and accurate in communicating information about ALFA University College to all their prospects and applicants. At no time should Recruiter disseminate false or misleading information about ALFA. Recruiter will conduct themselves with fairness, professional and integrity at all times. It remains the responsibility of the Recruiter and the Applicant to provide genuine and accurate information to ALFA.

For more information about the OBLIGATIONS OF THE RECRUITER, kindly refer to Clause 2.0 (page 2 of 11 and page 3 of 11) of the Agency Agreement.

|                    |  |                        |                  |
|--------------------|--|------------------------|------------------|
| <b>Name</b>        |  |                        |                  |
| <b>Designation</b> |  | (Authorised signature) | (Official Stamp) |

## DOCUMENTS REQUIRED BY RECRUITER

| Individual  | Company  |
|---|--|
| <ul style="list-style-type: none"> <li><b>NRIC</b><br/>(for Malaysians only, color copy)</li> <li><b>Passport data page</b><br/>(for International only, color copy)</li> </ul> | <ul style="list-style-type: none"> <li>Company Registration Certificate</li> </ul> |

## FOR OFFICE USE ONLY

| Interviewed        |  | Verified           |  | Approved           |  |
|--------------------|--|--------------------|--|--------------------|--|
| (Signature)        |  | (Signature)        |  | (Signature)        |  |
| <b>Designation</b> |  | <b>Designation</b> |  | <b>Designation</b> |  |
| <b>Date</b>        |  | <b>Date</b>        |  | <b>Date</b>        |  |

## REMARKS