



PAIB Seminar on Receivables Management and Debt Recovery

About the topic

Effective receivables management can increase working capital, reduce the cost of funding and support business growth. Having an appropriate credit policy and knowing how to evaluate a customer for credit are crucial elements for improving credit and collections productivity and, ultimately, can make the difference between business success and failure. However, it is not an easy task to maintain a good trading relationship with valued customers while trying to enforce rules to collect outstanding debts.

At this seminar, participants will have the opportunity to hear from a speaker with considerable experience and standing in this field and will learn how to maintain full control over the receivables process. Lively practical case studies will be used to demonstrate to participants techniques to handle difficult situations and to carry out collections in an effective and professional manner. The following topics will be covered at the seminar:

- Post credit crunch era and its implications
- Improving cash flow through managing credit effectively
- Mastering negotiation skills with default customers

About the programme

Date & Time	23 April 2013, Tuesday 6:30 p.m. – 8:00 p.m.
Venue	Training Centre, Hong Kong Institute of CPAs, 27/F, Wu Chung House, 213 Queen's Road East, Wanchai
Fee	HKD190 per person for HKICPA members HKD300 per person for Non-HKICPA members
CPD credit	1.5 hours (subject to actual attendance)
Language	English
Target audience	PAIBs who are responsible for receivables management
Competency	Industry Knowledge*
Rating	Foundation/Intermediate level*
Application deadline	17 April 2013

Rundown

6:15 p.m.	Registration starts
6:30 p.m.	Opening remarks by chair
6:35 p.m.	Presentation
7:35 p.m.	Q&A session
7:55 p.m.	Closing remarks by chair

Speaker

Mr. Bobby R. Rozario
 Managing Director
 Alpha & Leader Risks and Assets
 Management Co. Ltd.

Chair

Mr. Patrick Rozario
 Member
 PAIB Leadership Panel

* Please refer [here](#) for descriptions of other competencies and ratings.

PAIB Seminar on Receivables Management and Debt Recovery

Speaker

Mr. Bobby R. Rozario, Managing Director of Alpha & Leader Risks and Assets Management Co. Ltd., Principal of Alpha & Leader Law Firm (China) and Executive Councilor & Chairman of Survey Committee of the Hong Kong Credit and Collection Management Association.

Bobby R. Rozario graduated from Carleton University in Ottawa, Canada with honorary Bachelor of Commerce Degree in 1987. He was previously director of the Receivable Management Division of Dun and Bradstreet Information Services in Hong Kong and senior manager of strategic planning at Goldlion (Far East) Ltd. Bobby has over twenty-five years of experience in the area of risk management, receivable management, debt recovery and risk consulting. He has spoken on risk management related topics for various chambers of commerce, industry associations in Hong Kong, China, Asia and Canada.

Registration

The number of places is limited and in the event of over-subscription, places will be allocated on a first-come-first-served basis with priority given to PAIBs.

To register:

- **Online registration** (for HKICPA members only): Please [click here](#).
- **By post or by fax**: Complete the attached reply slip and return it to the Institute on or before 17 April 2013, together with a cheque made payable to “Hong Kong Institute of Certified Public Accountants”. Fax registration will be accepted for payment by any Visa/MasterCard or the BOC HKICPA UnionPay card. Confirmation of registration will be sent by e-mail. If confirmation has not been received by 18 April 2013, please contact Ms May Hung at 2287 7009 / Ms Canace Leung at 2287 7089.



**PAIB seminar on receivables management and debt recovery
 Enrolment Form**

Finance & Operations Department,
 Hong Kong Institute of CPAs
 37th Floor, Wu Chung House,
 213 Queen's Road East, Hong Kong.

Fax no: 2893 9853

[*Click here](#) for online enrolment (for HKICPA members only)

23 April 2013

(Reply on or before **17 April 2013**)

FOR OFFICE USE

Seq. no.:

Handled by:

Please allow 4 days to process your application. In order not to delay the process, please DO NOT make any enquiries on your enrolment status. You can check it at "[My CPA](#)". Unsuccessful enrolment will be notified before the commencement of the event with full refund.

Please type or print:-

Name: (Mr./Mrs./Ms.) _____ Institute membership no.: _____

Company name: _____

Position held: _____ Email: _____

Telephone no.: _____ Fax no.: _____

You may use a separate sheet to list out the name, position and Institute membership no. (if applicable) of additional participant(s) from the same firm/company as the above applicant.

Please ✓ as appropriate

Admission Fee: HK\$190 per person (HKICPA members) X _____ person(s) = HKD _____
 HK\$300 per person (Non-HKICPA members) X _____ person(s) = HKD _____

Payment by: Cheque no.*: _____ (Bank: _____)
 VISA / MasterCard BOC HKICPA UnionPay card

*Cheques should be made payable to "Hong Kong Institute of Certified Public Accountants" or "HKICPA"

For payment by credit card, please fill in the following:	Card no.:																			
Cardholder's name : (Please print)	Card expiry date (month/year) :																			
Date :	Cardholder's signature :																			
FOR OFFICE USE	Auth. code no.	Handled by							Date											

Please put a "✓" if you require a receipt and indicate your choice of delivery:
 by email by post (to the address as shown below)

Name:	Name:
Address:	Address:

- Notes:**
- Enrolments are accepted on a first-come-first-served basis with priority given to PAIBs. Telephone reservations will not be accepted.
 - Full payment must be made before applications will be processed.
 - The closing date for enrolment is **17 April 2013**.
 - Confirmation will be sent by e-mail, unless your application for registration is unsuccessful. If you have not received any confirmation by 18 April 2013, please contact Ms May Hung, on 2287 7009, or Ms Canace Leung, on 2287 7089.
 - Unless the event is cancelled due to unforeseen circumstances, no refunds will be given after applications have been processed.
 - Bad weather arrangement: The seminar will be cancelled if typhoon signal no. 8 or above / black rainstorm warning is hoisted, as announced by the Hong Kong Observatory, at or after 2:30 p.m. on the date of event. In the event of cancellation due to bad weather, the admission fee will be refunded.

Personal Data: All information provided in this form will only be used by the Institute or its agent for the purposes of processing the registration and/or organising the event in which you have enrolled. Although you are not obliged to provide the data sought by this form, failing to do so may result in an inability to process your enrolment. Collected data will only be used for this specific event and promotion of any future similar events. By completing the form you agree that the staff of the Institute or its agent may use your personal data for the purposes specified above. The detailed privacy policy of the Institute is available at www.hkicpa.org.hk.

Payment & Enrolment Status Enquiry: 2287 7381
 e-mail: finance@hkicpa.org.hk

Event Information Enquiry: 2287 7009 / 2287 7089
 e-mail: may@hkicpa.org.hk