

# SMART CARD

## General Information

### **Please save this document until you receive your card**

It contains information on how to contact the Smart Card office (see bottom of page).

### **Some Frequently Asked Questions....**

#### ***What is the Smart Card?***

The Smart Card is a permanent event credential for people who have learned the techniques of Knowledge from Prem Rawat. It displays the cardholder's name, photo, and unique Smart Card number printed over an attractive background design. The Smart Card makes it easier to register for and attend some events where Prem Rawat speaks.

#### ***Will the Smart Card be required for a person to attend an event with Prem Rawat?***

There are some events where a Smart Card is required. We recommend that you apply for a card soon, so that you will be able to attend those events. For most events the Smart Card is not a requirement at the present time. However, it may also facilitate your registration and entry to those events.

#### ***Can I use my Smart Card in other countries?***

The Smart Card can be used for events with Prem Rawat anywhere in the world. Although India, Nepal, and Sri Lanka maintain a separate Smart Card database, your card will still be valid at events in these countries.

#### ***How long is the Smart Card valid?***

There is no expiration date for the Smart Card.

#### ***Can someone get a Smart Card before learning the techniques of Knowledge?***

No. The Smart Card provides verification that a person has learned the techniques of Knowledge as taught by Prem Rawat. Anyone who is eligible may apply. We recommend that people apply as soon as possible after the Knowledge Session.

#### ***How do I apply for a Smart Card?***

You can download an application at [www.smartcardoffice.org](http://www.smartcardoffice.org). Then just fill it out and mail it to:

If you live in the U.S., please mail your completed Smart Card application packet to **Smart Card Office, P.O. Box 2278, Agoura Hills, CA 91376, USA**. If you live outside the U.S., email the Help Desk at [info@smartcardoffice.org](mailto:info@smartcardoffice.org) for the Smart Card Country Contact nearest you. **Please remember to include your country in the email.**

# SMART CARD

## Application Form

**Required Photo**

Attach a passport photo here; please do not staple. Write your name on the back using a soft pen or pencil so that your name does not show through on the front.

If sending via email, you may send a passport style digital photo of your head and shoulders only with a plain light background. Please no hats, sunglasses, extra people or objects in the background. Send a .jpg file taken or scanned at a resolution of approximately 300 dpi. Label the file with your name.

**Required Information** (Print clearly using upper and lower case, for example, Jane McDoe, not JANE MCDOE.)

1) First Name (Given Name)		2) Middle Initial
3) Last Name (Surname or Family Name)		
4) Preferred name as you would like it to appear on the card. (No more than 26 characters allowed, including spaces.)		
5) Mailing Address		
6) Mailing Address		
7) City		
8) State, Province or County		9) Zip / Postal Code
10) Country		11) Gender (M or F)
12) Date of Birth (dd/mm/yyyy)		13) Knowledge Date (mm/yyyy)
14) Knowledge Place (City and Country)		
<p>15) Please enter (a) person from whom you learned the techniques of Knowledge (either Prem Rawat or an instructor) or (b) "Other" if techniques were shown via DVD or other technology.</p> <p>OR: If you have received Knowledge through the Keys process, you will have a PAN (Personal Access Number) that you can enter here. If you need assistance recovering your PAN, please write to <a href="mailto:helpdesk@wopg.org">helpdesk@wopg.org</a>. PAN (from Keys):</p>		

**Optional Information** (Please enter phone numbers with area/city code first. Do not enter country code.)

16) Home Phone	17) Work/Cell Phone
18) Fax Number	19) Language translation you require

**20)** Email Address (Print clearly.)

Comments regarding your application:

A signed **Smart Card Agreement** page must accompany this application form.

# *SMART* **CARD** Agreement

Word of Peace International / Words of Peace Global (Wopg) confirms that information submitted on the Smart Card Application Form shall be kept confidential. **I acknowledge and agree that:**

1. I have learned the techniques of Knowledge either a) directly from Prem Rawat or from an instructor who was authorized to conduct Knowledge sessions at the time, or b) in an authorized Knowledge Session using DVD or other technology;
2. Any Smart Card issued following the submission of this information is and shall remain the property of Words of Peace Global Foundation (WoPG) and is returnable to it upon request;
3. The information and the issue of any Smart Card is for use in facilitating attendance at any event (convention, conference, seminar etc.) sponsored in whole or in part by WoPG (without thereby creating any contractual or other legal right to attend that or any event);
4. WoPG is hereby authorized to transmit this information to other organizations that support Prem Rawat's message or to a service provider on behalf of an organization that supports Prem Rawat's message in order to facilitate the use of the Smart Card for attendance at events sponsored in whole or in part by the other organization;
5. I may at any time update or amend the information by writing to or emailing WoPG:  
Email Address: [info@smartcardoffice.org](mailto:info@smartcardoffice.org)  
Mailing Address: Smart Card Office, PO Box 2278, Agoura Hills, California USA, 91376
6. Information given may be subject to verification. WoPG reserves the right to refuse an application and the right to cancel a Smart Card after it is issued;
7. I may at any time withdraw my authorization for use of this information by writing to or emailing WoPG as shown above, whereupon the information will be destroyed; the Smart Card will automatically be canceled and will be returnable to WoPG.

Signed: \_\_\_\_\_

Printed Name

Date: \_\_\_/\_\_\_/\_\_\_/

(dd / mm / yyyy)

***Your application must include the following items in order to be processed:***

- Your completed **Smart Card Application Form**.
  
- A recent, high quality, color passport photo** of your head & shoulders only, taken against a background which is white or very light in color. Please write your name on the back of the photo using a soft pen or pencil so that your name does not show through on the front.  
  
**OR, if sending form via email**, you may send **a passport style digital color photo** of your head and shoulders only with a plain light background. Please no hats, sunglasses, extra people or objects in the background. Send a .jpg file taken or scanned at a resolution of approximately 300 dpi. Label the file with your name.
  
- Your completed **Smart Card Contribution Form** (if making a contribution).
  
- Your signed and dated **Smart Card Agreement**.

### ***General Instructions***

1. Please use a **dark pen or pencil** to complete the Smart Card Application Form.
  
2. All entries should be in Roman characters. (It is acceptable to include special characters based on the 26 characters in the English alphabet. Examples include: èéëë).

Write only one letter or number in each marked space, and use both upper and lower case letters. For example, for the name "Jane Ann McDoe" the first three fields of the Application Form would look like this: 1) Jane 2) A 3) McDoe

3. **If an entry is longer than the given number of spaces**, please abbreviate so that it fits into the number of spaces provided.
  
4. Please read and sign the **"Smart Card Agreement"**. Your signature of acceptance of these terms is necessary in order for your card to be issued.

After you have fully completed your Smart Card Application Form, signed your Agreement Form, and completed your Contribution Form, please **mail them to:**

If you live in the U.S., please mail your completed Smart Card application packet to **Smart Card Office, P.O. Box 2278, Agoura Hills, CA 91376, USA**. If you live outside the U.S., email the Help Desk at [info@smartcardoffice.org](mailto:info@smartcardoffice.org) for the Smart Card Country Contact nearest you. **Please remember to include your country in the email.**

**Required Information:**

- 1) **First Name (Given Name):** Enter your legal name as it appears on official documents. Multiple first names should have a space between them (for example, "Mary Ann")
- 2) **Middle Initial**
- 3) **Last Name (Surname or Family Name):** Do not fill in letters beyond the available space. Please abbreviate as necessary.
- 4) **Preferred Name:** Enter your name as you would like it to appear on your card, for example using a nickname and/or middle initial. It must include at least one last name, which must be your legal last name as entered above. Limit of 26 characters total, including spaces. Example: "Tom Smith" (where first name is "Thomas" and last name is "Smith"). Please SHORTEN if longer than 26 letters.
- 5) **Mailing Address:** Enter your street address where you receive mail.
- 6) **Mailing Address:** If your street address did not fit on the previous line, enter any necessary additional street address information
- 7) **City**
- 8) **State, Province or County:** Enter if used for your country. Mandatory for U.S. and Canada.
- 9) **Zip or Postal Code:** Enter numbers, letters, and/or spaces.
- 10) **Country**
- 11) **Gender:** Enter "M" for Male and "F" for Female.
- 12) **Date of Birth:** Enter the number for the day first, month second, and year last. If you don't know, enter: 01/01/1910.
- 13) **Knowledge Date:** Enter the month and year in which you received the techniques of Knowledge. If you cannot remember, please enter an approximate date.
- 14) **Place Received Knowledge:** Please enter the city and country where you learned the techniques of Knowledge. If you cannot remember this information, please enter the most likely place.
- 15) **Please enter (a) person from whom you learned the techniques of Knowledge (either Prem Rawat or an instructor) or (b) "Other"** (if techniques were shown via DVD or other technology). If you have received Knowledge through the Keys process, you will have a **PAN** (Personal Access Number) that you can enter here. If you need assistance recovering your PAN, please write to [helpdesk@wopg.org](mailto:helpdesk@wopg.org).

**Optional Information:** It is optional to fill in the following fields. If for any reason you don't want to provide the information then leave the field blank.

- 16) **Home Phone:** If possible, please enter a telephone number (including area or city code where applicable) where we can contact you regarding your Smart Card or an event.
- 17) **Work/Cell Phone:** Please include area code or city code and extension number. This information may be used to communicate with you in the future.
- 18) **Fax Number**
- 19) **Language translation you require:** Enter language translation you require (from English).
- 20) **Email Address:** If possible, please enter an e-mail address where we can contact you regarding your Smart Card or an event.

**Comments:** Please enter any additional information that you would like us to know. (Example: I will be attending an event in Amaroo and need my Smart Card number as soon as possible.)

# **SMART CARD** *Contribution Form*

**Smart Card Applicant's Name:** (Please print clearly.)

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We request your help in supporting the Smart Card Program worldwide. We do **not require** a payment, so that individuals with limited resources can get a Smart Card. However, expenses include global administration, processing applications, and printing and delivering cards to countries around the world.

To support the Smart Card Program worldwide, the suggested contribution is US\$45.

**Your Contribution Amount: US\$** \_\_\_\_\_

<b>Acceptable forms of donation</b>
Within the United States Check or money order to Words of Peace International Pay Pal or Credit Card

**\*\*Please do not enclose cash, if applying by mail.\*\***  
**Please do not send credit card information via non-secure email.**

If unable to make donation in acceptable form, please contact your Smart Card Country Contact (see addendum) or write to the Smart Card Office at P.O. Box 2278, Agoura Hills, CA 91376, USA  
Email: [info@smartcardoffice.org](mailto:info@smartcardoffice.org)

## **To authorize a contribution by credit card, please fill in the following information.**

Your credit card will be charged by Words of Peace Global or Words of Peace International (US only)

Type of credit card you are using:

                Visa                  Mastercard                  Discover                  American Express

Name as it appears on the card: \_\_\_\_\_

Credit card number: \_\_\_\_\_

Card expiration date: Month: \_\_\_\_\_ Year: \_\_\_\_\_ 3 or 4 digit security code: \_\_\_\_\_

Signature of credit card holder: \_\_\_\_\_

Daytime phone number of credit card holder: \_\_\_\_\_

Address where credit card statements are received:

\_\_\_\_\_

\_\_\_\_\_

Email Address: \_\_\_\_\_

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In general, it will take **8-10 weeks** for your Smart Card application to be processed and your Smart Card issued. However, every effort will be made to issue your Smart Card prior to events that make use of the Smart Card.