



CONFERENCE REGISTRATION FORM



INSTITUTE FOR MUNICIPAL PUBLIC SAFETY OF SOUTHERN AFRICA (IMPS-SA)

DATE: 22-24 AUGUST 2017

PROTEA HOTEL & CONFERENCE VENUE, TECHNO PARK, STELLENBOSCH

By the delegate signing and returning the registration form, the stated municipality/organisation is subject to the Terms & Conditions contained in this registration form. **Please note that this registration is invalid without a signature.**

COMPLETE ONE FORM PER DELEGATE AND **RETURN LATEST 07/08/2017** : to Fax 0866587635 or impssa@gmail.com

SURNAME Initials Title

JOB TITLE / POSITION

NAME OF MUNICIPALITY/ORGANISATION ORDER NO:

POSTAL ADDRESS

CONTACT No: Tel Cell :

Email:

SPECIAL DIETARY REQUIREMENTS :

I agree that without my organisation's official order form in the possession of IMPS-SA I will personally pay the invoiced amount before commencement of the conference. I hereby acknowledge that I have read and understood the Terms & Conditions of this registration

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SIGNATURE

PLEASE NOTE: ACCOMMODATION & TRANSPORT TO BE ARRANGED BY DELEGATE FOR OWN ACCOUNT

CONFERENCE FEE PAYABLE DIRECT TO IMPS-SA: R4,300-00

A R350-00 penalty to be added to conference fee for late registrations (after 07/08/2017)

Will you attend the informal 'Meet & Greet' function on Tuesday evening 22/08/2017 at 19:00? See general conference documentation: Conf Schedule	<u>Y</u>	<u>N</u>
Will you attend the Special function' on Wednesday 23/08/2017 at 19:00? See general conference documentation: Conf Schedule, etc.	<u>Y</u>	<u>N</u>

BANK ACCOUNT DETAILS

Account Name INSTITUTE FOR MUNICIPAL PUBLIC SAFETY
OF SOUTHERN AFRICA (IMPS-SA)

Bank ABSA (Stellenbosch)

Branch Code 632005

Account Number 406 334 3009

REFERENCE: Delegate NAME & SURNAME & Municipality



Institute for Municipal Public Safety of Southern Africa

CHEQUES payable to IMPS-SA: IMPS-SA, PO Box 330, Stellenbosch 7599

NB: Kindly forward proof of deposit using delegate NAME & SURNAME as reference, together with this completed registration form to impssa@gmail.com / or Fax: 086 658 7635

Terms & Conditions:

Registration Form: Unsigned registrations will not be accepted. **Payment - In order to secure your registration, IMPS-SA to be provided your organisation's official order form or payment in full before commencement of the conference, and upon issue of invoice.** **Confirmation -** Your registration will not be confirmed until such time as payment is received.

Right of Admission - IMPS-SA reserves the right to refuse admission to the conference where evidence of full payment cannot be shown. **Please note:** Detailed conference material will be made available on CD to all delegates. Alternatively, materials will be emailed to delegates. **By signing** and returning the registration form, the authorising signatory on behalf of the stated municipality/ organisation is subject to the following Terms & Conditions: **Delegate Substitutions -** Delegate substitutions welcome at any time and do not incur any additional charges. **Please notify IMPS-SA timeously in writing** of any such changes, or the name tag could reflect wrong details, etc. **Delegate Cancellations -** All delegate cancellations must be received **in writing** and are subject to the following conditions:

- for any cancellations **received 10 working days before the start of the conference**, IMPS-SA will issue a 100% refund;
- for any cancellations **received less than 10 working days before the date of the conference**, the full fee will be payable and no refunds or credit notes will be given; if a registered delegate does not cancel and fails to attend the conference, this will be treated as a cancellation and **no refund or credit note** will be issued. **IMPS-SA Substitutions -** Please note that speakers and topics were confirmed at the time of publishing, however, circumstances beyond the control of the organisers may necessitate substitutions, alterations or cancellations of the speakers and/or topics. As such, IMPS-SA reserves the right to alter or modify the advertised speakers and/or topics if necessary. Any substitutions or alterations will be updated on our web page as soon as possible. **Indemnity -** IMPS-SA shall assume no liability whatsoever in the event this conference is cancelled, rescheduled or postponed due to a fortuitous event, Act of God, unforeseen occurrence or any other event that renders performance of this conference impracticable or impossible. For purposes of this clause, a fortuitous event shall include, but not be limited to: war, fire, labour strike, extreme weather or other emergency. **No refunds** will be available for cancellations or postponements. IMPS-SA is not responsible for any loss or damage as a result of a substitution, alteration or cancellation/ postponement of a conference.