





#### Company Details Cont. :

Telephone No.:

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VAT No.:

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Invoice to the Attention of:

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Invoice Email Address:

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#### Association of Arbitrators (Southern Africa) NPC (AoA) Membership Details:

AoA Membership:

Yes:

☐

No.:

☐

Membership No.:

.....

#### Confirmation:

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I accept the Terms and Conditions for the Association of Arbitrators (Southern Africa) NPC, as stated hereunder.

Signature:

.....

Date:

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#### TERMS AND CONDITIONS

##### Cancellation Policy

The full lecture fee is payable if an attendee cancels less than 7 days prior to the training course. A substitute attendee is welcome up to 24 hours prior to the training course, provided the training course fee has been paid.

##### Payment Terms

Payment of the lecture fee (or, if agreed by the AoA, the official purchase order) must be received by the AoA prior to the lecture. Each attendee must sign the Attendance Register and complete a Lecture Appraisal Form. The AoA reserves the right to refuse admittance to any lecture of any attendee whose training course fee has not been paid.

##### Postponement of Lectures

Part of the benefit of the AoA lectures comes from the interaction between attendees. Should the AoA believe that the number of attendees for any lecture is insufficient for this purpose, the AoA reserves the right to:

- Postpone the lecture to a later stage; and
- Refund in full any payments received from attendees should the attendees not wish to attend the lecture.

##### Non-variation / Relaxation

Any variation of these Terms and Conditions shall be of no force or effect unless expressly recorded in writing, signed by a duly authorised representative of the AoA. The failure of the AoA to insist upon strict compliance with any of these Terms or Conditions shall not constitute a waiver of, or otherwise limit, any of the AoA's rights or remedies.

##### Copyright

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##### Disclaimer

The AoA's lectures and the notes handed out thereat are intended for general training purposes only and do not constitute professional advice.

Attendees agree that the AoA shall not be responsible for any injury to, or death of, any person or the loss or destruction of, or damage to, any property on the premises, whether arising from fire, theft or any cause, and by whomsoever caused or arising from the negligence (gross or otherwise) or wrongful acts of any person in the employment of the AoA.