REGISTRATION FORM

WHERE DID YOU HEAR ABOUT THIS EVENT?

.....

NOTE: Please send your completed Registration Form to Vivienne Quinn. Email: accounts@arbitrators.co.za
Upon receipt of your tax invoice, make payment referencing the corresponding invoice number and email proof of payment.

Closing Date for Registration	Ask Experienced Practitioners! When to Draw the Line in Conducting an Adjudication as Opposed to an Arbitration (23 June 2018), AoA, Sandton		Cost Incl. VAT	Register ✓
21 June 2018	AoA/WISA/MBA Membership No.:	AoA/WISA/MBA Member:	R350	☐
		Non-member:	R400	☐

PERSONAL DETAILS:

NOTE: Please state your full names as stated in your ID/Passport Document.

Title:	.....	Physical Address:	.....
Surname:	.....		.....
First Name:	.....		..... Code: .....
Other Names:	.....	Postal Address:	.....
ID/Passport No.:	.....		.....
Date of Birth:	.....		..... Code: .....
Email:	.....	Tel. (Day):	.....
Fax:	.....	Tel. (Evening):	.....

INVOICE DETAILS:

NOTE: In order to receive a tax invoice, these details must be completed in full.
Mark "Company" and "VAT No." as "N/A" if the invoice is to be made out in your personal name.

Company:	.....	Postal Address:	.....
Attention:	.....		.....
Email:	.....		..... Code: .....
VAT No.:	.....	Tel. No.:	.....

PAYMENT DETAILS:

CREDIT CARD:

Please debit my:	Visa: ☐	Master Card: ☐	Name of Card Holder:	.....	
Expiry Date:	..... /		Card No.:		
Straight:	☐	Budget: ☐	CCV No. (last 3 digits on the back of card):		

TERMS AND CONDITIONS:

Cancellation Policy	The full event 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 event fee (or, if agreed by the AoA, the official purchase order) must be received by the AoA prior to the event. Each attendee must sign the Attendance Register and complete an Event Appraisal Form. The AoA reserves the right to refuse admittance to any of its events by any attendee who has outstanding moneys owing to the AoA.
Postponement of Event	Part of the benefit of the AoA events comes from the interaction between attendees. Should the AoA believe that the number of attendees for any event is insufficient for this purpose, the AoA reserves the right to: • Postpone the event to a later stage; and • Refund in full any payments received from attendees should the attendees not wish to attend the event.
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	All materials Copyright © Association of Arbitrators (Southern Africa) NPC 2018. All rights reserved. Not to be copied or used for any other purpose without written permission.
Disclaimer	**The AoA's events 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.**

CONFIRMATION:

☐ **I accept the Terms and Conditions of the Association of Arbitrators (Southern Africa) NPC, as stated herein.**

Signature: ..... **Date:** .....

HAVE YOU FOLLOWED ALL THE INSTRUCTIONS ABOVE?
PLEASE ENSURE YOU FOLLOW ALL THE INSTRUCTIONS ABOVE!!!