



2023 Mediation Courses

ENROLMENT FORM

(Note: Please complete 1 form per student)

WHERE DID YOU HEAR ABOUT THE ASSOCIATION OF ARBITRATORS (SOUTHERN AFRICA) NPC'S ("the Association") COURSES??

**NOTE: Please send your completed Enrolment Form to Michelle Venter, email: michelle@arbitrators.co.za
Upon receipt of your tax invoice, make payment referencing the corresponding invoice number and email proof of payment.
Your enrolment will be confirmed by a receipt of payment.**

COURSE DETAILS:

NOTE:
Please refer to the Brochure for course times.
You will receive a confirmation email, prior to each online course, containing the course link and the confirmed course times.

Course	Location	Course Date	Closing Date for Registration	Student Type	Cost Incl. VAT	Register ✓
5-Day Online Mediation Foundation Course	Online	27 February to 3 March 2023	23 February 2023		R 13 800.00	<input type="checkbox"/>
				Association Members:	R 32 000.00	<input type="checkbox"/>
				Membership #:		
Face-to-Face Mediation Training	Sandton	15 to 19 May 2023	5 May 2023	ACPM / BI Arb / CESA / MBA / RICS / SAICE / WISA Members:	R 36 000.00	<input type="checkbox"/>
				Membership #:		
				Block Booking (5 or more):	R 32 000.00	<input type="checkbox"/>
				Non-members:	R 40 000.00	<input type="checkbox"/>
1-Day Online Mediation Extension Course	Online	7 June 2023	2 June 2023		R 2 875.00	<input type="checkbox"/>

PERSONAL DETAILS:¹

NOTE: For Attendance Certificate purposes, please state your:

- Full names as stated in your ID/Passport document;
- Contact details;
- ID number;
- Company name.

Title:	Physical Address:
Surname:		
First Name:		
Other Names:		Code:
AKA Name:	Postal Address:
ID/Passport No.:		
Date of Birth:		Code:
Email:²	Tel. (Day):
Fax:	Tel. (Evening):

¹ The Association will not share your personal data without your consent. However, in processing your personal data, the Association may share it with third party processors such as payment processors, email management and distribution tools, and/or data storage providers.

² This is the email address to which your link to the webinar will be sent. Please ensure that you use this email address when logging into the webinar.

INVOICE DETAILS:

NOTE: In order to receive a VAT invoice, the details below must be completed in full. Mark "VAT Reg No." as "N/A" if the invoice is to be made out in your personal name and you are not registered as a VAT vendor.

Company:	VAT No.:
Email:	Tel. No.:
Physical Address:	Postal Address:

	Code:		Code:

CONFIRMATION:

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

Signature:

Date:

TERMS AND CONDITIONS:

Cancellation Terms	The Association will refund all event fees where (i) the Association has refused admission for whatever reason; (ii) where an event is cancelled by the Association; (iii) where the Association has not been able to hold an online event because of technical issues at the Association; or (iv) where written notice of withdrawal has been received five (5) or more business days before the event. The Association reserves the right, in situations (ii) and (iii), to reschedule an event within the next thirty (30) business days and to allocate all receipts to the rescheduled event. A delegate who withdraws from a rescheduled event will be refunded in full. Where withdrawal is less than five (5) business days before an event, the event delegate may either (i) nominate a substitute delegate or, (ii) in the event of an online event, attend another Association online event within six (6) months of the event that the delegate registered for. Cancellation notifications and elections should be sent to michelle@arbitrators.co.za No refunds will be paid to any event delegate who fails to attend the event or leaves an event early in any other circumstance, including, but not limited to, situations where a delegate experiences connectivity issues. A minimum of 12 enrolled students is required in order for the Face-to-Face Course to proceed and the course will be cancelled/postponed should this target not be achieved.
Payment Terms	Payment for an event should be received on or before the business day preceding the event or, in the case of a physical event, at the event itself. Payment can be made (i) into the Association's First National Bank account 62813864106; (ii) by credit card, or (iii) into another account specified on the event registration form. Proof of payment should be emailed to michelle@arbitrators.co.za The Association reserves the right to refuse admission to any event.
Event Starting Time	The event will start at the exact advised time and the webinar workshop will be locked for security purposes. No student will be allowed to enter the webinar workshop after the event has been locked. Please ensure that you sign into the webinar workshop timeously.
Postponement of Event	Part of the benefit of the Association's events comes from the interaction between students. Should the Association believe that the number of students for any event is insufficient for this purpose, the Association reserves the right to: <ul style="list-style-type: none"> • Postpone the event to a later stage; and • Refund in full any payments received from students should the student not wish to attend the event; • Cancel subject to COVID-19 pandemic travel regulations in South Africa. Should bandwidth connectivity difficulties be experienced at the time of the event, the Association reserves the right to postpone the event to a later stage.
Course Material	Course material will be emailed to students and/or made available on the Society of Mediators' online portal before each event.
Copyright	All materials Copyright © Association of Arbitrators (Southern Africa) NPC and/or the Society of Mediators. All rights reserved. Not to be copied or used for any other purpose without written permission.
Personal Information	The Association will not share your personal information without your consent. However, in processing your personal information, the Association may share it with third party processors such as payment processors, email management and distribution tools, and/or data storage providers.
Disclaimer	The Association's events and the notes handed out thereat are intended for general training purposes only and do not constitute professional advice.
	Students agree that the Association 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 Association's 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 or under delegation or instruction of the Association.
Non-variation / Relaxation	No variation of these terms and conditions shall be of any force or effect unless reduced to writing and signed by the student and a duly authorised representative of the Association. No failure of the Association to insist upon strict compliance with any of these terms or conditions shall not constitute a waiver of or otherwise limit any of the Association's rights or remedies.

NOTE:

A link to the online courses will be emailed to each student, who has enrolled and paid in full, starting 1 day prior to the date of the event. Students will receive an email from Mr Jonathan Dingle, addressed to the email address stated under the 'Personal Details' section of this Enrolment Form. Please check your spam mailbox should you not receive the said email.