



## Registration Fees and Dates

Please select the applicable type of registration

- Payment for early registration is due before 28 February 2018
- Payment for standard registration should be received between 1 and 31 March 2018
- All payments after 31 March 2018 are for late registration
- Attach a copy of Student ID to qualify for student registration. Original to be verified on-site.

IAALD Member - Early registration (\$250)

IAALD Member - Standard registration (\$280)

IAALD Member - On-site registration (\$320)

IAALD Member - Day registration (\$140)

Non-IAALD Member - Early registration (\$300)

Non-IAALD Member - Standard registration (\$350)

Non-IAALD Member - On-site registration (\$370)

Non-IAALD Member - Day registration - (\$165)

Student - Early registration (\$180)

Student - Standard registration (\$200)

Student - Day registration (\$140)

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## Payment Method

All payments are via bank deposits or wire transfer made into the following account:

Bank name : First National Bank (FNB)  
Account name : ITOCA - Info Training & Outreach Centre for Africa  
Account number : 62683040548  
Bank branch code : 250149  
Branch address : FNB Forex, Business Banking, 30 Diagonal Street, FNB Place, 9th Floor,  
Pretoria, South Africa  
SWIFT code : FIRNZAJJ  
Account currency : US Dollars

For payment in South African Rand equivalent and rates for Exhibitors, please contact [amanda@itoca.org](mailto:amanda@itoca.org)

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## Additional Information

1. Cancellation Policy: Requests for conference registration cancellation must be received in writing by e-mail by 30 April 2018. The conference registration fee will be refunded after the conference, less 25% administration costs, for cancellations done before 30 April 2018. Requests received after 30 April 2018 will not be processed or refunded. "No shows" are non-refundable and are liable for the full registration. If you cannot attend, you may send a substitute person. The original registrant must submit a written authorization for such a change.
2. Proof of payment made by bank deposits or wire transfer must be sent to the Conference Registration Coordinator to enable her to keep track of the transactions.
3. The same names used on this registration form must appear on the proof of payment.
4. All registration fees paid on-site will be in South African Rand.
5. Payment for all registrations after 31 March 2018 will be done on-site.
6. Invoices for all payments will be available for collection during the conference at the registration desk.
7. All bank charges/commissions will be for the delegates own account. Therefore, during registration, delegates may be asked to settle the difference arising from bank-changes.

By sending in this registration form, I acknowledge that I commit myself to the payment of the applicable full conference fee. I have taken notice of the cancellation terms on this form.

Signature

Date