

**2 Day Registration Form**

[**22nd Annual Rights of Way Educational Conference to be held at the CSIR International Convention Centre, Pretoria**](http://www.csiricc.co.za/visitors/map-directions/)

Click here for directions to the venue

**4 & 5 March 2020**

# REGISTRATION FORM (PLEASE SUBMIT NO LATER THAN 21st February 2020)

**Cost: R 4 000 per delegate for the 2 days**

Kindly complete this form and return by e-mail/fax/ to SARWA at:

**Fax: 0866547152 or Email: info@sarwa.co.za**

**I/WE REGISTER FOR THE ABOVE WORKSHOP**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Surname** | **Name** | **Title** | **Company** |
| 1 |  |  |  |  |
| 2 |  |  |  |  |
| 3 |  |  |  |  |
| 4 |  |  |  |  |
| 5 |  |  |  |  |
| 6 |  |  |  |  |

|  |  |
| --- | --- |
| **“A”** payment method (see T’s & C’s below) | Signature: |
| **“B”** payment method (see T’s & C’s below) | Signature: |

Make an **“X”** here if you instruct SARWA to add $107.25 (approximately R1600) to your invoice for one year’s International Rights of Way Association (IRWA) membership.

**TERMS AND CONDITIONS**

**General Terms and Conditions for Delegates to the SARWA Educational Conference**

**Registration fees of R 4 000 per delegate**

All delegates must select one of the following payment methods (“A” or “B”). Selection of the method must be indicated by signature.

**“A”**

The signature above for this payment method commits the person signing to do payment of the registration fee prior to arrival at the conference venue. Participants are also advised to have a copy of their payment slip when going to the registration desk at the conference just in case they are requested to show proof of the payment on their arrival.

Failing to comply with this condition attendance will not be allowed to the conference.

**“B”**

Payment of the registration fees after the conference.

This arrangement is applicable to institutions that require an attendance list to have proof of their staff attendance, before payment will be done.

If this method is selected the person who signs the selection box above must complete all details below:

|  |  |
| --- | --- |
| Institution Name: |  |
| Name of person who is responsible for payment: |  |
| Position in institution: |  |
| Delegation of Authority: |  |
| Date: |  |

The person above hereby understands that on receipt of a final invoice from SARWA together with the final attendance register that payment must be made within 30 days.

The person above also understands that if these terms and conditions are not adhered to that SARWA will institute legal action against the person above in his delegated authority as responsible person of the institution.

**OTHER**

By signing a selection of “A” or “B for attending the SARWA Conference, all delegates agree to be bound by, and comply with, these Terms and Conditions. It is the delegate’s responsibility to read and understand these Terms and Conditions.

Conference registrations will not be confirmed until the completed form and the correct payment method is received and processed by the SARWA Office.

Accommodation and transport costs are not included in the conference registration fee. Attendees are responsible for making their own lodging and transport arrangements.

**Coffee/Tea, refreshments, lunches, goody bag at the Conference as well as an annual national networking membership program is included in the conference price.**

Venue seating is limited. Registrations will be handled on a first-come, first-served basis.

The delegate by accepting these terms and conditions hereby indemnifies SARWA and holds it harmless from all or any loss or damage, injury, actions, proceedings or claims arising from any act or omission of the participant during the course of the conference.

The delegate who falls under selection “B” above also understands that they will remain responsible for payment and that legal action can also be instituted against the delegate if payment is not made.

In the event that the conference program changes, SARWA will ensure that the changes are made to offer the most important educational papers for rights of way practitioners.

Delegates who wish to be or wish to continue to be IRWA members can pay these fees in two ways:

1. Add $107.25 at the present exchange rates to the R4000 conference fee so that SARWA can do your payment to IRWA,
2. Delegates can visit [www.irwaonline.org](http://www.irwaonline.org) and then follow links to pay the $107.25 directly to the IRWA

**For further details please contact us at: Cell: 0836327668 Fax: 0866557036 E-mail:** [**info@sarwa.co.za**](mailto:info@sarwa.co.za)