



**A.A.A.E
& A.E.A.S.A**



3rd AAAE and 48th AEASA Conference
19-23 September 2010 CAPE TOWN- SOUTH AFRICA



The Westin Grand Cape Town Arabella Quays
A Five-Star Hotel



REGISTRATION FORM

DELEGATES DETAILS

Please complete a separate form for each delegate attending the conference

Surname/Family name: _____

First name: _____ Title: _____

Name on Name Tag: _____

Organisation: _____

Department/Section: _____ Designation: _____

Full postal address: _____ Postal code: _____

City: _____ Country: _____

Tel No: _____ Cell no: _____

Fax No: _____ E-mail address: _____

ACCOMPANYING PERSONS DETAILS

Surname/Family name: _____

First name: _____ Title: _____

Organisation: _____

Full postal address: _____ Postal code: _____

City: _____ Country: _____

Tel No: _____ Cell no: _____

Fax No: _____ E-mail address: _____

BILLING DETAILS

Company Name: _____

Full postal address: _____ Postal code: _____

City: _____ Country: _____

VAT NO (SA Residents) _____ Order No or reference: _____

For attention: _____ E-mail: _____

Telephone no: _____ Fax: No: _____

CONFERENCE REGISTRATION FEES

- The fees below are in ZAR (South African Rand) and must be paid in ZAR.
- The fees for the 4 day Conference include either A.A.A.E or A.E.A.S.A membership fees, 4 day conference 19 to 23 September 2010, Meet & Greet cocktail on 19 September, the Social Function at La Med on 20 September 2010 and the Gala Dinner at the Westin Grand Cape Town Arabella Quays
- The Fees per day include the Conference for the day, lunch and the applicable Social Function on that day.

- Early Bird Fee – R4000.00** including A.A.A.E Membership
- Early Bird Fee – R4050.00** including A.E.A.S.A Membership
- Early Bird Fee - R4300.00** including A.A.A.E Membership & A.E.A.S.A Membership
- Early Bird Fee - R1550.00 per day** including A.A.A.E Membership
- Early Bird Fee - R1600.00 per day** including A.E.A.S.A Membership
- Early Bird Fee - R1850.00 per day** including A.A.A.E & A.E.A.S.A Membership

***** EARLY BIRD Registration is valid until and including the 17th of September 2010. The STANDARD Fee valid from 18th September 2010 will be 25% more than the Early Bird Fees quoted above*****

Are you a member: YES NO A.A.A.E A.E.A.S.A

Membership no: _____

SPECIAL REQUIREMENTS

DISABILITY ACCESS

My requirements are: _____

SPECIAL REQUESTS

Dietary requirements: Halaal / kosher / other: _____

BANQUETING – included in the registration fees

I will be attending the following Social Functions:

- | | |
|--|----------|
| 1) Meet & Greet at the Westin Grand on Sunday 19 September 2010 | YES / NO |
| Additional ticket @ R220.00 Number of tickets: _____ | YES / NO |
| 2) La Med Restaurant on Monday 20 September 2010: | YES / NO |
| Additional ticket @ R230.00 Number of tickets: _____ | YES / NO |
| 3) Gala Dinner at the Westin Grand on Tuesday 21 September 2010: | YES / NO |
| Additional ticket @ R265.00 Number of tickets: _____ | YES / NO |

ACCOMMODATION – rates can be found on the conference website

Please reserve the following accommodation for me. Rates are per person and inclusive of breakfast. ****Full pre-payment or a credit card guarantee is required to secure your accommodation****

Hotel Choice: _____

IN: _____ OUT: _____ NO OF NIGHTS: _____

Room type: SINGLE / TWIN / OTHER: _____

Sharing with: _____

Special Requirements: _____

TRANSFERS – these costs are dependent on the no of people being transferred

Please reserve the following transfers (rates can be found on the conference website)

Airport - Hotel: YES / NO

Arrival date: _____ Arrival time: _____ Flight no: _____

Hotel or Address: _____

Hotel - Airport: YES / NO

Departure date: _____ Departure time: _____ Flight no: _____

Hotel or Address: _____

Hotel - Conference venue: YES / NO

Collection address: _____

Daily 20 September 21 September 22 September 23 September

Conference venue - Hotel: YES / NO

Drop Off address: _____

Daily 20 September 21 September 22 September 23 September

METHOD OF PAYMENT

By cheque: YES / NO

The Cheque must be made out to Confinitive PTY LTD. **Please send a copy of the deposit slip**

Electronic bank transfer: YES / NO **Reference No:** _____

** Please send a copy of the EFT **

Credit card: YES / NO ***NB: A 3.5% merchant fee will be levied onto the total cost***

PLEASE NOTE:

- It is important to indicate the delegate's name on a bank transfer and draft so we are able to process the registration.
- If paying by bank draft, please ensure that the amount in foreign currency submitted for payment is equal to the Rand amount and includes any additional bank fees.
- If paying by credit card a credit card authorization form will be sent to you. Please complete and sign this form and fax or e-mail it back to me.
- A copy of your I.D OR PASSPORT as well as the front and back of the credit card must be forwarded with this form.

BANK ACCOUNT DETAILS

Bank: STANDARD BANK

Account holder: Confinitive PTY LTD (Trading as Embassy Conferences & Incentives)

Branch: CAPE TOWN **Branch code:** 020009

Account No: 278 552 277 **Swift code:** SBZAZAJJ

CONFERENCE ORGANISER

T/A EMBASSY CONFERENCES & INCENTIVES (Formerly Confinitive Pty Ltd)

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