


DELEGATE INFORMATION				
TITLE:	FIRST NAME:	SURNAME:		
PREFERRED NAME TAG:		JOB DESIGNATION:		
ORGANIZATION:		VAT NUMBER:		
TEL (w):	CELL:	FAX:		
EMAIL ADDRESS:		POSTAL ADDRESS:		
SAATCA REGISTRATION NUMBER:		DIETARY REQUIREMENTS:		
COMPANY PAYMENT DETAILS/INSTRUCTIONS				
<i>If different to the information above, please provide billing details of company to whom the invoice should be sent:</i>				
NAME AND SURNAME:		COMPANY NAME:		
POSTAL ADDRESS:		EMAIL ADDRESS:	VAT NO:	
PLEASE REGISTER ME AS A DELEGATE FOR THE SAATCA 20 TH ANNUAL INTERNATIONAL CONFERENCE				
Mark with an “X”	Non-SAATCA Registered Auditors	<i>Please mark “X”</i>	SAATCA Registered Auditors	<i>Please mark “X”</i>
Conference – 2 day package	R 6 068.00	<input type="checkbox"/>	R 5 562.00	<input type="checkbox"/>
Conference - 3 day package (<i>includes an industry networking tour on 3rd day</i>)	R 7 068.00	<input type="checkbox"/>	R 6 562.00	<input type="checkbox"/>
<i>Normal price for the 3 day package is R 7 568.00 (non-registered) and R 7062.00 (registered)</i>				
Please note the above prices exclude vat				
Total amount due for this conference (excluding VAT):				R
CASH <input type="checkbox"/>	BANK DEPOSIT <input type="checkbox"/>	EFT <input type="checkbox"/>	CHEQUE <input type="checkbox"/>	
BANK DETAILS	First National Bank Lynwood Ridge Account Number: 55850011731	Branch code 252045 Swift Code FIRM ZA JJ XXX		
GROUP DISCOUNTS 2-5 delegates – 2% 6-9 delegates – 3% 10 and more delegates – 5% <i>The group discount will only apply to an organization submitting registration applications simultaneously and paying for the group in one transaction</i>				
Registration and Payment Terms and Conditions				
<ul style="list-style-type: none"> ▪ Closing date for registration and payment for registration is the 4th of August 2017. ▪ To qualify for the early bird discount, full payment of the conference registration fee is payable into the SAATCA bank account on or before 19 July 2017. ▪ Proof of payment is to be emailed to saatca@saatca.co.za AS WELL AS finance@saatca.co.za ▪ The Conference is a pre-paid event and it is the delegate’s responsibility to ensure payment is made before attending the conference. Once this registration form is signed and submitted, the delegate and his/her company accepts responsibility for full payment of the registration fee, without prejudice. ▪ Invoices issued for all bookings not cancelled prior to the 4th August 2017 will be deemed payable. ▪ Any request for cancellation of registration must be submitted in writing by email to the SAATCA at saatca@saatca.co.za. ▪ A cancellation by the delegate of his/her registration for the event will not be effective until an acknowledgment of cancellation is issued by SAATCA. ▪ Cancellation requests received by SAATCA admin on or before 17h00 on 28 July 2017 will receive a refund, less 20% liquidated damage and administration fee. ▪ Cancellation requests received on or before 4 August 2017 will receive a refund, less 60% liquidated damages and administration fees. ▪ No cancellation request for a refund will be processed after 4 August 2017. ▪ Any qualifying refunds will only be paid after the conference and subject to no outstanding amounts with SAATCA. ▪ A substitute delegate is welcome; it is your responsibility to notify SAATCA thereof, 3 days before the conference. 				
DELEGATE DECLARATION		EMPLOYER DECLARATION: MANAGER		
(Please tick) <input type="checkbox"/> I have read and understand the above registration and payment terms and conditions as set out and do hereby accept these terms and conditions. Name: _____ Signature: _____ Date: _____		(Please tick) <input type="checkbox"/> I have read and understand the above registration and payment terms and conditions as set out and do hereby accept these terms and conditions. Name: _____ Signature: _____ Date: _____		
(For enquiries regarding the SAATCA Conference, please contact the SAATCA Office on 012 349 2763)				