

REGISTRATION FORM

TO REGISTER – fill in this form and fax it to 0866 129 566 or e-mail it to reputationeducation@icon.co.za

PLEASE NOTE THAT ONCE THE FORM IS RECEIVED, YOUR PLACE ON THE COURSE IS CONFIRMED. ENSURE THAT YOU ARE DULY AUTHORISED TO ATTEND THIS COURSE AND THAT YOU HAVE READ, UNDERSTOOD AND ACCEPT THE TERMS & CONDITIONS.

1 CHOOSE PAYMENT OPTION:

PRODUCT RECALL CRISIS MANAGEMENT Workshop – 28 May 2019 at the Apollo Conferencing Hotel, Randburg, Johannesburg

- Early Bird** - Fees: R 2650 exc.VAT = R3047.50 inclusive- payable by or before close of business **15 April 2019**
- R3950 exc. VAT= R 4542.50 VAT inclusive payable by latest 22 May
- R2650 exc. VAT = R 3047.50 VAT inclusive per delegate for three delegates or more from the same business unit

All registration fees are payable in advance and must be received **in full before close of business on 22 May 2019**. All training fees include top- notch facilitation, lunch, refreshments and exclusive programme materials.

2 CONFIRM DETAILS (Please write in block capitals)

IMPORTANT – ALL FIELDS MUST BE COMPLETED TO PROCESS YOUR REGISTRATION		
Title:	First Name:	Surname:
Position:	VAT Number:	
Department:	Organisation:	
Address:		
Special Eating Requirements:	Postcode:	
Tel:	Fax:	Email:
I have read and understood the booking terms and conditions:		
SIGNATURE:		DATE:

QUICK & EASY WAYS TO REGISTER



CALL: DEON on +27 (0) 11 4753515



FAX: This form to 0866 129566



EMAIL: deonbin@icon.co.za

PAYMENTS

Payments: are due within 2 days upon receipt of invoice and must be paid in full prior to the day of the event. Delegates will not be allowed entry if payment has not been received in full or if alternative payment arrangements have not been made.

Proof of payment: Please fax or email proof of payment to 0866 129 566 or reputationeducation@icon.co.za

PAYMENT DETAILS

- Direct Deposit:** Made payable to D. Binneman
- Bank Transfer:** Nedbank, Parktown Branch. Account No 1944 037721, Bank Branch Code: 198765. Quote delegates name(s) & Contract. Please fax or mail through proof of payment.



Please read, initial and return this form with the registration form

TERMS & CONDITIONS: Upon the completion and receipt of the signed registration form and the terms and conditions, a confirmation letter, tax invoice and proof of banking details and Exempt BEE details will be sent.

BOOKING: Please email your completed registration form to reputationeducation@icon.co.za

COURSE FEE: The course fee is inclusive of the event proceedings, materials, refreshments and lunches.

PAYMENTS: Full payments are due before the event unless otherwise agreed. **Proof must be emailed to** reputationeducation@icon.co.za. Only delegates that have made full payment will be admitted to the event.

PAYMENT TERMS: Payment is due immediately upon invoice being issued unless use is made of the differentiated pricing structure.

PAYMENT DEFAULTS: If you default in payment of any invoice when due, you shall reimburse D. Binneman from and against all legal costs and expenses for collection or attempted collection of the defaulted amount.

DATABASE REGISTRATIONS: Applications for supply chain database registrations will only be processed for retainers and tenders, as this is a once-off public event.

PROGRAM CHANGES: We will at all times seek to ensure that all efforts are made to adhere to meet the advertised package, however we reserve the right to change a course date should there not be enough delegates on the course. You will be informed via email. I reserve the right to postpone, cancel, change or move a venue without penalty or refunds.

NUMBER OF REGISTRANTS: The program will only take place on the scheduled date if there are a minimum of 6 participants.

EVENT CANCELLATION/POSTPONEMENT: If an event is cancelled D. Binneman will not be liable for client's airfares, hotels costs or other travel costs incurred. If force majeure were to occur D. Binneman accepts no responsibility or liability for any loss or damage caused by events beyond their control, including, but not restricted to strikes, sudden illness, war, civil unrest, flight delays, re flood, fire, or any adverse weather conditions.

DELEGATE CANCELLATIONS: Written notice of cancellation must be received a minimum of 7 working days before the event. 75% refund will be given for cancellations made in writing one week prior to course. The course fee less 25% will be refunded, to defray the costs of the venue already incurred, failing which the full amount is payable.

Upon receipt of the cancellation letter *after the registration due date* a full credit voucher will be issued for use against any future events or products for a period of up to 3 months. No refund and no credit voucher will be issued after the due date.

No shows will be charged the full course fee. All contracts carry 100% full liability upon receipt of registration.

DELEGATE SUBSTITUTIONS: Substitutions are most welcome. Registered delegates may be substituted at any time 48hrs prior to the event at no charge.

RESPONSIBILITY: We will do everything possible to ensure that your attendance is as comfortable as possible. The Reputation Go-to Guy and our appointed agents / sub-contractors, cannot be held responsible for any loss / damage or inconvenience (however arising) experienced by delegates, neither can we be held responsible for unforeseen cancellation of the event.

SPECIAL NEEDS: If you have any dietary restrictions, allergies, special needs or handicaps, please inform us accordingly.

ACCOMODATION & TRAVEL ARRANGEMENTS: Registrants are responsible for arranging their own transportation to and from the workshop locations, relevant accommodation and after hour requirements. Lunch, coffee, tea and light snacks will be provided during the event.

COPYRIGHT & INTELLECTUAL PROPERTY: Any redistribution or reproduction of part or all of the contents in any form in connection to this event is prohibited without prior written consent by D. Binneman. Upon receiving this signed booking form, you the client hereby consent to D. Binneman to keep your details for the use of future marketing activities carried out by D. Binneman. Your information will not be sold.

OPTING IN: By registering for this workshop, I agree to the following: I hereby grant Deon Binneman the absolute right and permission to publish, copyright and use pictures of me in which I may be included in whole or in part, composite or retouched in character or form taken during the workshops. I agree to have my contact information shared with other workshop participants. I wish to receive Deon's monthly newsletters. If you wish to opt out, please email deonbin@icon.co.za