

ANNUAL AFRICA

DIVERSITY, EQUITY & INCLUSION SUMMIT

29-30 SEPT 2022

SANDTON | JOHANNESBURG |
SOUTH AFRICA

Enhancing Diversity, Equity & Inclusion for shared Prosperity
and Development

 **AFRICA**Insights

Brought to you by:

REGISTRATION FORM

dei@africa-insights.com | +27 828349490

TERMS AND CONDITIONS

CANCELLATION NOTICE

By signing and returning the registration / booking form, the authorizing signatory on behalf of the stated company agrees to and is subject to the following terms and conditions.

SPEAKER / DELEGATE / SPONSORSHIP CANCELLATIONS:

All cancellations must be received in writing and are subject to the following conditions:

Charge of 50% of the registration or sponsorship fee, plus R900 .00 administrative charge will be made for cancellations received in writing at least 21 working days prior to the event.

For any cancellations received less than 14 working days before the date of the event, the full fee will be payable, and no refunds will be given except credit notes. If a registered delegate /Speaker fails to attend or sponsorship slot is not canceled and no attendance /participation is recorded for the the event or training, it will be treated as a cancellation and no refund or credit note will be issued.

SUBSTITUTIONS:

Speaker / Delegate Substitution: Substitution is welcome at any time with no additional charges. Please notify Africa Insights in writing of any such changes at least 4 and 14 days before the event for delegates and speakers respectively.

Please note that the speakers, venues and topics are confirmed at the time of publishing. However, circumstances beyond the control of the organizers may necessitate substitutions, alterations or cancellations of the speakers and/or topics and change of venue. As such Africa Insights reserves the right to alter or modify the advertised speakers, venues, formats and/or topics if necessary.

Any substitutions or alternations will be updated and sent to all delegates, sponsors and partners as soon as possible.

FUNDS TRANSFER

Please state your full names clearly on the money transfer. Please note, bank charges are for your OWN account and this should be stipulated to your bank. Please advise your bank that the charges should be included in your deposit amount. Payments must be made within 5 working days after receipt of invoice unless agreed upon prior to the confirmation of booking.

Please be informed that full payments must be received prior to the event. Only fully paid up partners /speakers / delegates will attend the event unless agreed otherwise with Africa Insights. A copy of the bank deposit receipt should accompany your booking / registration form and must be emailed or faxed.

BANKING DETAILS

**Bank Name: First National Bank | Branch Name: Festival Mall Branch
| Branch Code: 250655
| Account Name: Africa Insights and Investments | Account number:
62886405317 | Swift Code:FIRNZAJJ**