

REGISTRATION FORM**DMISA CONFERENCE**

KARIBU LODGE AND CONFERENCE CENTRE: 12 AND 13 SEPTEMBER 2012

ANNUAL GENERAL MEETING: 14 SEPTEMBER 2012

ONE FORM PER DELEGATE: DUPLICATE AS REQUIRED

REGISTRATION FEES

MEMBERS OF DMISA: R4 400-00

NON-MEMBERS: R5 200-00

PLEASE NOTE THAT THE INSTITUTE IS NOT REGISTERED FOR VAT

IMPORTANT INFORMATION

- A. REGISTRATIONS MUST BE LODGED BY **6 AUGUST 2012**. **LATE REGISTRATIONS** WILL BE SUBJECT TO A PENALTY OF **R300 PER DELEGATE**. LATE REGISTRATIONS WILL NOT, IF ACCEPTED, AUTOMATICALLY QUALIFY THE DELEGATE FOR CONFERENCE BAGS/HOLDERS, PAPERS, SPECIAL FUNCTIONS ETC.
- B. **NO REGISTRATION WILL BE ACCEPTED** UNLESS ACCOMPANIED BY THE REQUIRED PAYMENT OR PROOF OF PAYMENTS HAVING BEEN MADE DIRECTLY INTO THE INSTITUTE'S ACCOUNT.
- C. CANCELLATION OF REGISTRATION WILL BE ACCEPTED UNTIL 3 SEPTEMBER 2012 – SUBJECT TO A CANCELLATION FEE OF R300.00

REGISTRATION DETAILS

1. FULL NAME: _____
2. SURNAME: _____ MEMBERSHIP NUMBER: _____
3. TITLE - PLEASE INDICATE:

PROF	DR	MR	MS	OTHER: _____
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4. NAME OF COUNCIL OR INSTITUTION YOU REPRESENT:

5. HOW SHOULD YOUR NAME BE REFLECTED ON THE NAME TAG?

6. TEL (Code): _____ NO: _____ FAX (Code): _____ NO: _____
7. CELLULAR NO: _____ E-MAIL: _____
8. WILL YOU BE ATTENDING THE FUNCTION ON THE EVENING OF 11 SEPTEMBER 2012?
(MEET AND GREET) YES / NO : _____
9. WILL YOU BE ATTENDING THE FUNCTION ON THE EVENING OF 12 SEPTEMBER 2012?
(MAYORAL FUNCTION) YES / NO : _____
10. WHERE WILL YOU BE STAYING : _____
11. SPECIAL FOOD PREFERENCES (PLEASE INDICATE – IF ANY) : _____

Members:

WILL YOU BE ATTENDING THE ANNUAL GENERAL MEETING ON 14 SEPTEMBER 2012 AT 09:00? YES / NO : _____

REGISTRATION FEES CAN BE DEPOSITED DIRECTLY INTO THE DMISA ACCOUNT. PLEASE FAX PROOF OF DEPOSIT, TOGETHER WITH THE REGISTRATION FORM TO: 086 652 8066 OR E-MAIL: karin@disaster.co.za

ACCOUNT DETAILS : ACCOUNT NAME: DMISA BANK: ABSA ACCOUNT NUMBER: 650 154 290 (EDENVALE 630-642)

PLEASE INSERT YOUR NAME AND SURNAME ON THE RIGHT BOTTOM OF THE DEPOSIT SLIP IN THE REFERENCE COLUMN!!**BY MAIL** – PLEASE MAIL TO : DMISA CONFERENCE 2012, P O BOX 7130, PRIMROSE HILL, 1417NAME OF OFFICIAL WHO COMPLETED THIS FORM: _____
 TEL: () FAX: () E-mail: _____**PLEASE NOTE:** ALL ACCOMMODATION BOOKINGS AND PAYMENTS MUST BE MADE DIRECTLY WITH THE KARIBU RESORT AND NOT DMISA!!!**DATE AND TIME OF EVENTS**

Date	Time	Event	Date	Time	Event
11 September 2012 (Tuesday)	18:00	Meet and Greet	13 September 2012 (Thursday)	08:30	Registration (Tea and Coffee)
	18:00-19:30	Early Registration		17:00	Conference closes
12 September 2012 (Wednesday)	07:30 – 08:30	Registration (Tea and Coffee)	EVENING FREE AT OWN LEISURE		
	09:00	Opening of Conference	14 September 2012 (Friday)	09:00	Annual General Meeting
	19:00	Mayoral Function			