

SAEEC



Southern African
Energy Efficiency Convention **2011**

“Energy Efficiency @ Work”
16 - 17 November 2011 • Emperors Palace • Gauteng



Presented by the Southern African
Association for Energy Efficiency (SAEE)

DELEGATE REGISTRATION FORM
16 - 17 November 2011
Emperors Palace • Gauteng • South Africa

PostNet Suite 148 Private Bag X1277 Potchefstroom 2520, South Africa	Contact Details: Tel: +27 18 290 5130 Fax: +27 86 512 7122 E-mail: convention@saeec.org.za	Reg. No NPO-038-415
---	---	------------------------

Please complete and fax this registration form to +27 (0) 86 512 7122

Conference Delegate Information:			
Title:		First Name:	
Surname:		Designation:	
Student:	YES	NO	Institution:
Company / Organisation:			
Postal Address:		Physical Address:	
Postal Code:		Postal Code:	
Company VAT No:		Phone No:	
Cell No:		Fax No:	
E-mail address:		Website address:	

Administrative Assistant Information:			
First Name:		Surname:	
Phone No:		Cell No:	
E-mail address:		Fax No:	

1. Delegates registering for the SAEEC2011 receive one complimentary ticket to attend the SAEE Annual Awards and Banquet to be held on the evening of 16 November 2011.

(An invitation to the SAEE Annual Awards and Banquet will be forwarded to you closer to the date.)

(Please TICK relevant boxes below)

Will you be attending the SAEE Annual Awards and Banquet

YES

NO

Will a partner accompany you to the SAEE Annual Awards and Banquet

YES

NO

If Yes, please provide us with your partner's details:

Please note that the cost for your partner to attend the Banquet is R500.00.

An invoice will be generated upon receipt of your registration

Name _____ Surname: _____

2. Registration for Convention program (16- 17 November 2011):

(Please TICK relevant category)

<input type="checkbox"/>	Full Registration fee	R4,400.00
<input type="checkbox"/>	Student Registration fee	R3,300.00
<input type="checkbox"/>	Discount Group Booking (five or more delegates)	R4,200.00
<input type="checkbox"/>	SAEE Members	R3,900.00

For SAEE Membership please contact the SAEE office: +27 (0) 18 293 1499

3. Please tick relevant box below, where applicable

<input type="checkbox"/>	Certified Energy Manager (CEM):
<input type="checkbox"/>	Certified Measurement and Verification Professional (CMVP):
<input type="checkbox"/>	SAEE Member:
<input type="checkbox"/>	SAEE Board Member:
<input type="checkbox"/>	SAEEC2010 Exhibitor:
<input type="checkbox"/>	SAEEC2010 Sponsor:

PLEASE NOTE:

- Registration fees above include entrance to sessions, registration pack, proceedings on CD, daily lunch and refreshment breaks.
- The organizers reserve the right to refuse admission where evidence of payment can not be show.
- If you have not received confirmation of your booking before the event, please contact us to make sure that we have registered your booking. With variable postal conditions, your registration might have been held up on its way back to us, or your confirmation details might have been delayed in a similar manner.
- In case you are unable to attend the event, a substitute delegate may be sent in your place. Please inform us of the substitution as soon as possible;
- **To cancel a booking, you must notify this office in writing within 10 working days prior the event date. A 10% cancellation fee will be charged. If notification is not received by this office 10 working days prior to the event, you will be liable for the full amount.**

PAYMENT:

- The Southern African Association for Energy Efficiency (SAEE) is a Non-Profit organization and is not registered for Value Added Tax. (NPO No: 038-415)
- An invoice will be generated upon receipt of the application form
- ***Please use the invoice number reflecting on the invoice as reference when payment is made***
- 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;
- A copy of the bank deposit receipt must be posted to the SAEEC2011 at
PostNet Suite 148, Private Bag X1277, Potchefstroom, 2520, South Africa or faxed to +27 (0)86 512 7122

Payable to	SAEEC	Bank	ABSA
Branch code	632 005	Swift code	ABSAZAJJ
Account name	Southern African Energy Efficiency Convention	Account number	40 7099 3530
Reference	The invoice number		