



ITLMPO-SA Registration form

6th Annual General Meeting and Conference 2024: ITLMPO-SA

9 - 11 September 2024

Municipality Name: _____

MANAGER AUTHORIZATION:

Name: _____

Position _____

Email _____

I have read and understood the Terms and Conditions as set out on Page 2

Signature _____

Delegate 1

Full Name: _____

Designation: _____

Contact Number: _____

Email: _____

Membership Number: _____

Delegate 2

Full Name: _____

Designation: _____

Contact Number: _____

Email: _____

Membership Number: _____

Please complete the registration form:

Email: admin@itlmposa.co.za

Alternatively, please call us on 078 459 5877 for assistance.

DELEGATE REGISTRATION FEE

Before 31 July 2024

Non Member:	R6 000.00
Member:	R5 100.00
Retired/self-funding	R3 500.00
Workshop (11 September only)	R 450.00

After 31 July 2024

Non Member:	R6 580.00
Member:	R5 680.00
Retired/self-funding	R4 080.00

Direct Deposit:

Bank:	ABSA Bank
Account Name:	ITLMPO of SA
Account Number:	40 9292 7824
Branch:	Potchefstroom
Branch Code:	632 005

A Tax invoice will be issued upon receipt of registration

Delegate 3

Full Name: _____

Designation: _____

Contact Number: _____

Email: _____

Membership Number: _____

Delegate 4

Full Name: _____

Designation: _____

Contact Number: _____

Email: _____

Contact Number: _____

Membership Number: _____

Delegate 5

Full Name: _____

Designation: _____

Contact Number: _____

Email: _____

Membership Number: _____

Delegate 6

Full Name: _____

Designation: _____

Contact Number: _____

Email: _____

Contact Number: _____

Membership Number: _____

Terms and Conditions

- Payment Terms: Please note that payment is required no later than 10 days from invoice date. Payment must be received prior to the conference date.
- Cancellations, absentees', substitutions: kindly send written details, respectively.
- Written cancellations must be received more than 21 working days prior to the date of the event and will be liable for 50% of the event fee. Failure to cancel, or cancellations received 21 working days or less prior to the event date will result in liability for the full payment of the event fee.
- Non-payment or non-attendance does not constitute cancellation. **No shows will be charged the full registration fees.**
- Alterations to advertised program brochure: While speakers and topics were confirmed at the time of publishing, circumstances beyond the control of organizers may necessitate substitutions, alterations or cancellations of topics or speakers. Should a program be permanently cancelled, for any reason the client shall be provided with a credit equivalent to amount paid towards the cancelled event.