



COMPLIANCE INSTITUTE  
SOUTHERN AFRICA



# 18<sup>TH</sup> ANNUAL CONFERENCE

Shaping the Future of Compliance in Africa

16<sup>TH</sup> & 17<sup>TH</sup> AUGUST 2017 – INDABA HOTEL, FOURWAYS

## CANCELLATION POLICY

- If a delegate does not cancel in writing, in compliance with the event Cancellation Policy, s/he will still be responsible for the full fee.
- Cancellations will only be accepted in writing;  
If you cancel after 09/06/2017, but by 16/06/2017, a cancellation fee of 10% will be charged;  
If you cancel after 16/06/2017, but by 23/06/2017, a cancellation fee of 50% is payable;  
If you cancel after 23/06/2017, the full fee will be payable.  
Payment must be received by no later than 30/06/2017.
- An event fee still outstanding after 30 calendar days from the date of invoice will result in the booking/registration automatically being cancelled.
- No delegate will be allowed to attend an event if full payment has not been received before commencement of the event. No exceptions will be permitted.
- Delegates are kindly requested to ensure that they read the Cancellation Policy and Finance Policy carefully as submitting an event booking/registration is deemed to be acceptance of the Cancellation Policy and Finance Policy and is legally binding.

### SUBSTITUTIONS:

- Registered delegates may be substituted at any time prior to the conference without incurring an additional fee.
- Notification of substitutions must be received in writing.

### PLEASE NOTE:

- You will be mailed an invoice after registering for this event.
- Minimum number of delegates to qualify for a group discount is 10.

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## SPONSORS

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