



COMPLIANCE INSTITUTE
SOUTHERN AFRICA

18TH ANNUAL CONFERENCE

Shaping the Future of Compliance in Africa

16TH & 17TH AUGUST 2017 – INDABA HOTEL, FOURWAYS



FINANCE POLICY

Please note that event registration is made in your personal capacity and not that of your employer. You are personally responsible for ensuring payment of any and all monies due to the Compliance Institute Southern Africa ("the Institute"). This applies to members and non-members.

PAYMENT TERMS FOR CONFERENCES:

- Payment terms are strictly on PRESENTATION of invoice.
- No exceptions will be considered.
- Interest of 2% per month will be charged on late payment.
- Delegates WILL NOT BE ALLOWED TO ATTEND unless payment is received in full before commencement of the event.
- The Chief Executive Officer ("CEO") of the Institute may, at his/her sole discretion, allow a delegate to settle their invoice after the event. Such permission, however, must be recorded in writing.
- Any event fee still outstanding after 30 calendar days from date of invoice will result in the booking/registration automatically being cancelled.
- The Institute will endeavour to accommodate reasonable requests to complete supplier/vendor registration forms. However, the delegate must ensure that this request is made in sufficient time for payment to be made in full before the event.
- Completion of the supplier/vendor registration forms MUST not be construed as an exception to the requirement for full payment before the event.
- Requests to complete supplier/vendor registration forms will NOT be accepted after the booking/registration has been submitted.
- Cancellation fees apply to all events - please refer to the Cancellation Policy

SPONSORS

