

Corporate Health and Wellness Workshop

Please write in block letters

Sales contract

Please complete this form immediately and fax back to

MAITEKO SESANYANE

Name: _____

Position: _____

Email: _____

Direct phone number/mobile number: _____

Name: _____

Position: _____

Email: _____

Direct phone number/mobile number: _____

Name: _____

Position: _____

Email: _____

Direct phone number/mobile number: _____

Organisation: _____

VAT Registration Number:

Address: _____

Town / State: _____ Postcode: _____

Tel:() _____ Fax:() _____

Nature of business: _____

Authorisation

(Signatory must be authorised to sign on behalf of contracting organisation)

Name: _____

Position: _____

Email: _____

Signature: _____ Date: / /

This booking is invalid without a signature.

Fees

(per delegate - Please indicate your choice & complete the Authorisation Section)

Professional Training @ P 5 500.00 Per Delegate Excl. VAT

Payment is required within 5 working days.

Fees include refreshments, luncheons and programme material and a service charge of 24% VAT (where applicable) is levied at rate of 14%. Withholding Tax is levied at the prevailing rate.

Indemnity: Should for any reason outside the control of Courgett Pty Ltd conferences, the venue or speakers change, or the event be cancelled due to an act of terrorism, extreme weather conditions or industrial action, Courgett Pty Ltd conferences shall endeavour to reschedule but the client hereby indemnifies and holds Courgett Pty Ltd conferences harmless from and against any and all costs, damages and expenses, including attorneys fees, which are incurred by the client. The construction, validity and performance of this Agreement shall be governed in all respects by the laws of South Africa to the exclusive jurisdiction of whose Courts the Parties hereby agree to submit.

Any learning intervention offered by Courgett Pty Ltd. Will be subject to the following disclaimer:

Except for death or injury solely and exclusively caused by the wilful misconduct or gross negligence of Courgett Pty Ltd or its employees, Courgett Pty Ltd cannot be held responsible for any claim, action, cause of action or liabilities suffered by Learners whilst undergoing Courgett Pty Ltd external learning programs at off site facilities. Learners agree to defend, indemnify and hold harmless Alpha Courgett Pty Ltd from any claim, action, cause of action or liabilities which may be asserted by third parties arising out of the Learners act default or neglect whilst undergoing Courgett Pty Ltd external learning programs at off site facilities

Register Now!!!

Contact sales at **Courgett Pty Ltd (Botswana)**

Telefax: + 267 393 6302 / +267 740 956 53

E-mail : sales@courgett.com

Date: 10 - 11 July 2014

Venue: Buipuso Hall

Gaborone - Botswana

Bank Transfers

Account Holder : **Courgett Pty Ltd**
Bank : **First National Bank**
Branch Code : **281 467**
Account Number : **622 871 149 63**
Branch Name : **Main Branch**

Accommodation

Accommodation is not included in the conference fee. To reserve accommodation at the conference venue, please contact the Hotel and make it clear that you are attending this workshop

Terms & Conditions

- 1.Fees are inclusive of programme materials and refreshments.
- 2.Payment Terms: Following completion and return of the registration form, full payment is required within 5 days from receipt of invoice. PLEASE NOTE: payment must be received prior to the conference date. A receipt will be issued on payment. Due to limited conference space, we advise early registration to avoid disappointment. A 50% cancellation fee will be charged under the terms outlined below. We reserve the right to refuse admission if payment is not received on time. Unless otherwise stated on the booking form, payment must be made in pounds sterling.
- 3.Cancellation/Substitution: Provided the total fee has been paid, substitutions at no extra charge up to 14 days before the event are allowed. Substitutions between 14 days and the date of the event will be allowed subject to an administration fee of equal to 10% of the total fee that is to be transferred. Otherwise all bookings carry a 50% cancellation liability immediately after a signed sales contract has been received by Courgett Pty Ltd (as defined above). Cancellations must be received in writing by mail or fax six (6) weeks before the conference is to be held in order to obtain a full credit for any future conference. Thereafter, the full conference fee is payable and is non-refundable. The service charge is completely non-refundable and non-creditable. Payment terms are five days and payment must be made prior to the start of the conference. Non-payment or non-attendance does not constitute cancellation. By signing this contract, the client agrees that in case of dispute or cancellation of this contract that Courgett Pty Ltd will not be able to mitigate its losses for any less than 50% of the total contract value. If, for any reason, Alpha Consulting decides to cancel or postpone this conference, Courgett Pty Ltd is not responsible for covering airfare, hotel, or other travel costs incurred by clients. The conference fee will not be refunded, but can be credited to a future conference. Event programme content is subject to change without notice.
- 4.Copyright etc: All intellectual property rights in all materials produced or distributed by Courgett Pty Ltd in connection with this event is expressly reserved and any unauthorized duplication, publication or distribution is prohibited.
- 5.Client information is kept on Courgett Pty Ltd database and used by companies to assist in providing selected products and services which maybe of interest to the Client and which will be communicated by letter, phone, fax, (inc. automatic dialling) email or other electronic means. If you do not want Courgett Pty Ltd to do this please tick this box []. For training and security purposes telephone calls maybe recorded.
- 6.Important note: While every reasonable effort will be made to adhere to the advertised package, Courgett Pty Ltd reserves the right to change event dates, sites or location or omit event features, or merge the event with another event, as it deems necessary without penalty and in such situations no refunds, part refunds or alternative offers shall be made. In the event that Courgett Pty Ltd permanently cancels the event for any reason whatsoever, (including, but not limited to any force majeure occurrence) and provided that the event is not postponed to a later date nor is merged with another event, the Client shall receive a credit note for the amount that the Client has paid to such permanently cancelled event, valid for up to one year to be used at another Courgett Pty Ltd event. No refunds, part refunds or alternative offers shall be made.
- 7.Governing law: This Agreement shall be governed and construed in accordance with the law of Botswana and the parties submit to the exclusive jurisdiction of the Botswana Courts. However Courgett Pty Ltd only is entitled to waive this right and submit to the jurisdiction of the courts in which the Client's office is located.

Researched & developed by:

COURGETT Pty Ltd



BOTSWANA TRAINING AUTHORITY

ACCREDITED