



EXHIBITOR REGISTRATION FORM – Green Skills & SAE E Conference

**SAEE Eastern Cape Energy Efficiency Conference 2014
31 July 2014**

Nelson Mandela Bay Science & Technology • Uitenhage • Eastern Cape • South Africa

PostNet Unit 292 Private Bag X1288 Potchefstroom 2520, South Africa	Contact Details: Tel: +27 83 445 4952 / +27 18 293 1499 Fax: +27 86 513 2957 E-mail: easterncape@sae e.org.za	Reg. No: NPO-038-415 VAT no : 4310260619
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Please complete and fax this registration form to +27 (0) 86 513 2957 or email finance@sae e.org.za

Title		First Name	
Surname		Designation	
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:	

(Please mark relevant category with "X")

GOLD PACKAGE			
	<ul style="list-style-type: none"> Exhibition space (2mx3m) Entire week (28-31 July 2014) Speaker (Career day) 2 x Delegate passes Logo on conference program 1 x Brochure in delegate bag 	R8,000.00 excl VAT	
BLUE PACKAGE			
	<ul style="list-style-type: none"> Exhibition space (2mx3m) Career day only (28-29 July 2014) 2 x Delegate passes Logo on conference program 1 x Brochure in delegate bag 	R4,000.00 excl VAT	
GREEN PACKAGE			
	<ul style="list-style-type: none"> Exhibition space (2mx3m) Green Skills workshop and Conference (30-31 July 2014) 2 x Delegate passes Logo on conference program 1 x Brochure in delegate bag 	R5,000.00 excl VAT Non SAEЕ corporate members	
		R4,000.00 excl VAT SAEE corporate members	

Please do NOT return this page with fax application

PAYMENT

- The Southern African Association for Energy Efficiency (SAEE) is a Non-Profit organization (NPO No: 038-415) and is registered for Value Added Tax (4310 260 619).
- 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 SAEE at:

PostNet Unit 292, Private Bag X1288, Potchefstroom, 2520, South Africa

or

faxed to +27 (0) 86 513 2957

Payable to	SAEE	Bank	ABSA
Branch code	633556	Swift code	ABSAZAJJ
Account name	Southern African Association for Energy Efficiency (SAEE)	Account number	4064233500
Reference	The invoice number		

SAEE EASTERN CAPE ENERGY EFFICIENCY CONFERENCE 2014

31 July 2014

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As an Exhibitor in the conference, we hereby agree to conduct business in a professional manner, to observe the regular hours of the exposition, and to the following terms and conditions:

1. Exhibitors will indemnify, defend, and hold the Southern African Association for Energy Efficiency (SAEE), Show Management and its contractors, show hosts, sponsors, and cosponsors, and Nelson Mandela Bay Science & Technology Centre harmless from any claims, losses, expenses, (including attorneys' fees) and liability arising in connection with the "Association's" convention being held at Nelson Mandela Bay Science & Technology Centre, Uitenhage, Eastern Cape, South Africa, 31 July 2014. Exhibitor agrees to make no claims whatsoever for loss, theft, damage, destruction of goods; nor for any injury to himself or employees while in the exposition quarters; nor for any damage of any nature, including damage to his business, nor for any loss resulting from labour disputes, acts of God or nature, or any action of any nature of SAEE and Show Management. Force Majeure: In the event the Exhibit Hall or any part of the exhibit area thereof is unavailable whether for the entire event, or a portion of the event as a result of wind, fire, flood, tempest, act of God or nature, or any other such cause or as a result of governmental intervention, malicious damage, acts of war, acts of terrorism, strike, lockout, labour dispute, riot or any other cause or agency over which Show Management has no control, or should Management decide that because of any such cause it is necessary to cancel, postpone, or resite this show, SAEE, Show Management, Host, and Sponsors shall not be liable to indemnify or reimburse the Exhibitor in any respect of any damage or loss, direct or indirect, arising as a result thereof.
2. Upon submitting booth contract we understand booth space is non-cancellable and we agree to adhere to the cancellation policy terms (No. 5). If we cancel, we will be charged at a minimum 50% of the published booth fee for the number of spaces we have contracted.
3. All exhibits must be set up by 7am the morning prior to the opening of the show. Booth space not set up and claimed by the morning prior to the show opening will be forfeited and may be reassigned by Show Management at its discretion.
4. Regulations and Compliance: No explosives, fuel, combustibles, or hazardous materials, decorative materials neither fireproof nor flameproof, or any materials or substances deemed hazardous under applicable fire regulations may be brought into the Exhibit Hall. Exhibitor must observe all union regulations in force in the Exhibit Hall and use qualified personnel for services. All Exhibitor's electrical, pneumatic, and hydraulic equipment must meet requirements of all applicable electrical and safety codes.
5. Cancellation, change of space, change of Exhibitor information, and refund policy:
 - a) Exhibitor agrees to notify Show Management in writing if it needs to change its booth size, change its company listing and/or contact information, as well as if it needs to cancel out of the show.
 - b) Written cancellation received by Exhibit Manager more than 120 days prior to the opening date of the show, cancellation fee of 50% of total booth cost (including Internet ad if applicable) will be assessed.
 - c) Written cancellation received within 60 to 120 days prior to the opening date of the show, cancellation / penalty fee of full amount of booth cost (including Internet ad if applicable) will be assessed regardless of cancellation notification, and no refund will be made.
 - d) Written cancellation received less than 60 days prior to the opening date of the show, total payment for the booth space (including Internet ad if applicable) is due regardless of cancellation notification, and no refunds will be made.
 - e) If an Exhibitor decreases its booth size from the original contract, it will be deemed a cancellation for the booths decreased, and the show's cancellation schedule will apply. Exhibitor agrees to immediately notify SAEE Show Management in writing prior to the show of any changes in company profile. Upon submitting the reservation/contract form, exhibiting company is liable for payment for applicable booth space fee.