



The Portal to Thought Leadership in People Management

Delegate Registration Form

IPM 54th ANNUAL CONVENTION & EXHIBITION - SUN CITY,
NORTH WEST PROVINCE, SOUTH AFRICA, 14 – 17 NOVEMBER 2010

Theme: “Beyond 2010 - People Leadership in the Next Decade”

Title:	
Delegate name:	
Delegate surname:	
Email:	
Company:	
Designation:	
Postal Address:	
	Code:
Contact number:	(w)
	(f)
	(c)
Contact for invoice:	

Please check appropriate option: (All amounts are VAT exclusive)

IPM Member:	Non-member:
Normal rate: R8290.00 + VAT	Normal rate: R9290.00 + VAT
Early-Bird rate: R7550.00 + VAT	Early-Bird rate: R8550.00 + VAT
Gala Dinner only: R1000.00 + VAT Cocktail Party only: R800.00 + VAT	
I would like to participate in the Golf tournament: Yes: <input type="checkbox"/> No: <input type="checkbox"/> Participation Fee: R500.00 + VAT NB!! Subject to availability	
Group Bookings: A further 10% discount applies for registration of 10 or more delegates from the same organization.	

Special dietary requirements: _____

Please submit 2 weeks before the event as IPM cannot be held responsible for dietary requirements that have been submitted late. (eg. Vegetarian, Kosher, Halal)

METHOD OF PAYMENT:

Delegate registration fee:	R
Social events: (Gala dinner, etc.):	R
Golf Tournament:	R
Summary of total payment due:	R

Please check appropriate option:

Direct deposit: Electronic transfer: Credit card (Master/VISA/Diner):

IPM BANK ACCOUNT DETAILS:

Account name:	Institute of People Management
Bank:	Standard Bank
Acc. Number:	200 472 526
Branch code:	000 355
or	For R
Credit card number:	
Card holder's name:	
ID number:	

TERMS AND CONDITIONS:

Cancellations: received in writing more than 2 weeks before the event date, will be refundable less 50% to defray the costs of the venue already incurred, failing which the full amount is payable.

Substitution: registered delegates may be substituted at any time prior to the event at no charge. Please notify IPM in writing of the change in advance.

Payments: are due within 2 weeks upon receipt of invoice and must be paid in full prior to the day of the event. Delegates will not be allowed entry if payment has not been received in full.

Proof of payment: kindly fax or email proof of payment to Laverne at 086 545 9718 or laverne@ipm.co.za.

IPM RESPONSIBILITY:

IPM will do everything possible to ensure that your attendance at the Convention is as comfortable as possible. IPM, any members or members of its committee and its appointed agents or sub-contractors, cannot be held responsible for any loss or damage or inconvenience (however arising) experienced by delegates on their way to or at the Convention; neither can they be held responsible for unforeseen partial or total cancellation of the event. Please note that the programme is subject to change from time to time.

Delegate signature:

Date:

2010 IPM AWARDS

Nominations are invited from organizations and individuals who qualify to receive the following awards on the basis of the contribution that they have made in their respective fields:

HR Practitioner of the Year:

Skills Developer of the Year:

HR Director of the Year:

CEO of the Year:

Nominations to be submitted to executivepa@ipm.co.za.

The other awards that will be presented are the Branch of the Year award and the Presidential Awards.

Please FAX completed form to Patricia Ramokgadi on +27(0)86 568 3831 or Lavern Meyers on +27(0)86 545 9718