



REGISTRATION FORM

To secure your booking, please complete, sign and Email scanned copy to Lorencia@growthlabsa.co.za

Line Manager Personal Information

Prof/ Dr/ Mr./ Mrs./ Miss:

Company Name:

Company Physical Address: _____

Nature of Business (e.g. Mining, Manufacturing, etc.)

Cell Number

Position:

Office Telephone Number:

Email Address:

Delegates Names (*Applicable if more than one delegate is attending attach a separate page if not able to fit on this page)

1.

4.

2.

5.

3.

6.

☐ **Event Option: 1**

5-days virtual instructor-led training = **USD 500.00** per delegate.

☐ **Event options: 2**

1-day virtual instructor-led training = **USD 130.00** per delegate.

For your convenience, please Pick Days for your attendance

☐ Monday ☐ Tuesday ☐ Wednesday ☐ Thursday ☐ Friday ☐ Saturday ☐ Sunday

Authorizing Signature: _____ **Position** _____ **Print Name** _____

Please note, this booking is invalid without a signature

Would you consider an In-house training? ☐ Yes ☐ No

How did you hear from us? **Social Media** ☐ **Email** ☐ **Other** ☐
If Other, please specify: _____

Payment Details

Payment Method (*Please choose one)

☐ Direct Deposit ☐ Bank Transfer (EFT)

NOTE:

- Banking Details are provided on the invoice, this registration form does not request any upfront payments.
- Please use your invoice number as reference for your participation payment.
- **Access link** to the virtual summit are provided once participation payment or Proof of payment has been received.

Cancellation and Postponement Policy

All cancellations or postponements must be confirmed in writing and e-mailed to operations@growthlabsa.co.za. Cancellations 10 to 5 business days prior to the event will attract a 25% cancellation fee. Cancellations received less than 5 business days prior to the event will result in a 50% cancellation fee. No shows will attract a 100% cancellation fee. Maximum permissible interest will be levied on any outstanding invoices. You are however welcome to substitute your attendance with an appropriately qualified colleague. Postponement to a later date must be received in writing no less than 5 business days prior to the initial event in order to waive the cancellation fee. This waiver will only be applicable once.

General Notes

In the event of unforeseen circumstances, GrowthLab & Executive Training (NPO) reserves the right to change the speakers, the venue or the date. Delegates will be notified of changes or cancellations of events no later than 5 business days prior to the event and all paid-up invoices will be fully refunded in a case of cancellation, we however welcome donations to the organization for our cause of rural digital literacy campaign.

Unit 102 Eglin House, 14 Eglin Rd Sunninghill, Sandton

Website: <http://growthlabsa.com/>