



MICROSCOPY SOCIETY OF SOUTHERN AFRICA (MSSA) CONFERENCE 8 – 11 December 2009

REGISTRATION FORM

CONTACT DETAILS

Surname: _____ Title: _____ First Name: _____
Institution/Organisation: _____
Address: _____

Town/City: _____ Country: _____ Zip/Postal Code: _____
Business Tel: _____ Business Fax: _____
Mobile Tel: _____ Home Tel: _____
Email: _____

CONFERENCE REGISTRATION – ZAR (R)

Conference Date: 8th – 11th December 2009
Venue: T Block, Westville Campus
University of KwaZulu-Natal

REGISTRATION FEES – ZAR (R)

DELEGATE	Early Bird	Late Registration
Full Member (Tech Forum + Conference)	R1 200	R1 450
Non-Member (Tech Forum + Conference)	R1 400	R1 650
Student/Trade (Tech Forum + Conference)	R800	R1 000
Daily Rate (Conference)	R400	R500
Technical Forum only	R300	

Early Bird – Before 31st October 2009

Late Registration – 1st November 2009 onwards

Will You Be Attending the Technical Forum: YES ☐ NO ☐

ACCOMMODATION

Accommodation will be provided at the New Westville Student Residence at R300 per person per night including Bed and Breakfast. Kindly indicate below:

- ☐ Yes, I will stay at the student residence.
- ☐ No, I will not stay at the student residence.

Check in Date: _____ Check out Date: _____

TRANSPORTATION

Registration fee excludes accommodation and transport. Should you wish Professional Conferencing Services to book transport on your behalf, at **your own cost**, please indicate below.

- ☐ I require Professional Conferencing Services to book my transport at a cost of R70pp per Trip (calculated on a shuttle price for 5 or more delegates).

(Bookings for individuals will be made, but this might mean that you will have to wait for a couple of minutes for a second flight to arrive. We will try to keep waiting periods to a minimum. Should you however want a private meter cab, this can be arranged on request at your own cost. Quotations will be forwarded on request.

- ☐ I do not require Professional Conferencing Services to book my transport.

TRANSPORT SUB-TOTAL

R

SOCIAL EVENTS

Please note that the following social events are included in the registration fee. For catering purposes, please indicate whether you wish to attend the functions or not.

Welcome Cocktail:	8 th December 2009	YES	NO	
Braai :	9 th December 2009	YES	NO	
Conference Banquet:	11 th December 2009	YES	NO	

Accompanying Persons: Please indicate whether an accompanying person(s) will attend the following socials at an additional fee

Welcome Cocktail:	8 th December 2009	YES	NO	R150.00
Braai :	9 th December 2009	YES	NO	R200.00
Conference Banquet:	11 th December 2009	YES	NO	R400.00

CONFERENCE PAYMENT SUMMARY

Registration fee	R
Technical Forum Registration	R
Accommodation fee	R
Transport fee	R
Social Events (Accompanying Person)	R
TOTAL REGISTRATION PAYMENT	R

METHOD OF PAYMENT

CREDIT CARD PAYMENTS

If paying by credit card please add 5% of total registration fee for bank charges.

Card Number . _____

Type of Credit Card ☐ Visa ☐ MasterCard

Expiry Date : _____ / _____ Last 3 digits on back of card : _____

Amount to be debited : R _____

Cardholders Name _____

Signature of Cardholder: _____

(Please fax or email a copy of the front and back of the credit card to the Conference Secretariat on 031 260 1606 or mssa09@ukzn.ac.za)

If paying by credit card, registration can be made by fax or on the website.

All amounts in this document are in South African Rands

OR Direct Deposit/Bank draft / Cheque – deposited directly into the following bank account:

Name of Account:	MSSA Conference 2009
Name of Bank:	Standard Bank, Gale Place
Account No.	250228041
Branch No.	042526

REGISTRATION CANCELLATION POLICY

All cancellations of registration fees must be received in writing on or before 15 November 2009. No refund of registration fees will be possible if cancellations are received after 15 November 2009.

Substitutions however can be made at any time. Please advise us of substitutions in writing so we can have the correct name badges at the registration desk.

DIETARY REQUIREMENTS:

Please indicate any special dietary requirements:

LETTER OF INVITATION

Please tick if you require a letter of invitation

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Please complete and return this form to:

Professional Conferencing Services: **MSSA Conference 2009**

University of KwaZulu-Natal

Office 332, Graduate School Building

Francois Road

Durban, 4041

Tel: +27 (0)31 2601607 / 1584

Email: mssa09@ukzn.ac.za

Fax: +27 (0)31 260 1606

Website: <http://mssa2009.ukzn.ac.za>