

DUKE CORPORATE EDUCATION

Women Leading Africa Programme 2017

APPLICATION FORM

Title (e.g Mr/Mrs/Ms):

Full Names:

Preferred First Name:

Job Title:

Company:

E-mail:

Please attach a recent passport-size photograph

PERSONAL DETAILS

Home Postal Address:

Date of Birth:

South African ID Number (if applicable)

Home Postal Code:

Passport Number:

Home No:
(please provide country & regional dialing code)

Country of Origin:

Mobile No:
(please provide country & regional dialing code)

Citizenship:

Dietary Preferences:

Expiry Date of Passport:

COMPANY / SPONSOR'S DETAILS

Company/Sponsor's Name:

Physical Address:

Postal Address:

Business No:

(please provide country & regional dialing code)

Postal Code:

Fax No:

(please provide country & regional dialing code)

Mobile No:

(please provide country & regional dialing code)

BILLING INFORMATION

An invoice will be emailed to the individual indicated below

Name/Title:

Company/Organisation Name:

Company Registration Number:

Postal Address of Company:

Company VAT Number

E-mail address of person to whom the invoice should be sent:

Postal Code:

Business No:

(please provide country & regional dialing code)

Fax No:

(please provide country & regional dialing code)

BOARD LEADERSHIP EXPERIENCE

Provide information pertaining to current and potential Board Leadership roles:

Provide a motivation as to why you feel you should be selected for this programme:

I acknowledge that I am providing personal information to Duke CE voluntarily solely for the purpose of enrollment within the programme. I understand that at such time as the programme delivery has been completed that I have the right to contact the Programme Manager at Duke CE and request that all of my personal information be removed from any Duke CE records, either manual or electronic.

Signature of Applicant:

Date:

Signature of Sponsor:

Date:

Please return this application to:

Zea Zama
Email: talent@awca.co.za

DUKE CORPORATE EDUCATION

CANCELLATION AND INDEMNIFICATION POLICY

Fees:

All fees quoted herein and payable to Duke CE for the programme are inclusive of any applicable taxes. All payments shall be remitted by applicant/sponsor free and clear of any withholdings or deductions for any and all future taxes. Applicant/sponsor shall be responsible for the remittance of any such withholdings or deductions, as well as for payment of any transfer duty or tax that may be imposed upon the payment to Duke CE. Upon request, applicant/sponsor will provide evidence to Duke CE that all such payments have been made.

Payment in full is due upon receipt of invoice or no less than 60 (sixty) days before the start of the programme.

Cancellation:

All cancellation requests must be received in writing (e-mail is preferred). Fees will be incurred as follows:

- To receive a full refund, notice of cancellation must be received more than 60 days in advance of the programme start date.
- A 50% refund will be received for cancellation requests made between 31 and 60 days in advance of the programme start date.
- Cancellation requests received less than 30 days in advance of the programme start date are not eligible for a refund.

It is essential that notice of cancellation be sent in a timely manner due to significant advance programme preparation, enrollment demand, and pre-reserved conference centre and accommodation requirements.

Please note that Duke CE reserves the right to postpone or cancel a programme due to lack of demand. In the event of a cancellation all fees will be refunded to the person or organisation that made the original payment. Duke CE will not accept liability for costs incurred by participants or their organisations for cancellation of travel or accommodation arrangements.

Legal declaration of indemnity:

I the applicant and I/we the sponsor of the applicant:

- Acknowledge that Duke CE does not accept responsibility for damage or loss in respect of property of the applicant brought to Duke CE by the applicant.
- Do hereby indemnify Duke CE in respect of any damage caused by the applicant to Duke CE's property or to the property of third parties, whether on or off Duke CE's premises, as a result of the applicant's actions either whilst on Duke CE's premises or whilst engaged in any activity related to a programme offered by Duke CE.
- Declare that I/we have furnished Duke CE with all the information required to make an informed decision about my admission.
- Undertake to pay unconditionally all fees payable to Duke CE.

By submitting this application, I confirm that I have read Duke CE's cancellation and indemnification policy and that I understand and accept the terms of this policy. Upon acceptance into the programme I am responsible for these fees should I cancel my registration.

Signature of Applicant:

Date:

Signature of Sponsor:

Date: