



Dear BABETTE VAN GESSEL

We thank your registration/ request to the **Latin Energy Forum** on the **25th March 2010**. Please find herewith details for the conference. Please feel free to contact us should you have any queries.

## Event Details

**Venue** JW Marriott Copacabana  
Av. Atlantica 2600 Copacabana  
Rio de Janeiro, Brazil

**Room** Wayana Room

**Event Date** 25th March 2010

**Registration Time** 08h00

## Scheduled Events During 16th Latin Oil Week 2010

16th Latin Upstream 23rd 24th March

6th Latin Petroleum: Strategy Briefing 22th March

If you have not registered, and would like to attend any of the above events please send details to: email: [sonika@glopac-partners.com](mailto:sonika@glopac-partners.com) Registrations fees apply.

These events are all Separately Book-able

## General Contacts

### Registration Enquiries

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### Exhibition

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### To Sponsor

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### Accounts & Payments

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**Natasja Bakker**: [natasja@glopac-partners.com](mailto:natasja@glopac-partners.com)

## The Event

1. Registration on Thursday, 25 March 2010 from **08h00** and conference proceedings commences at **09h00**
2. The conference proceedings take place in The Wayana Room
3. Business or traditional attire is acceptable throughout the conference and scheduled functions
4. **The Event Area and all Functions are restricted to conference Attendees only. The Organisers will not permit meetings on-site where visitors are not registered for the conference and Reserve full Right of Admission**



## Visa Permits

Please Note: VISA'S are **not** issued at the Airport. Should you require a Visa, please contact your nearest Embassy. If you require a letter for Visa purposes, please contact our office on [sonika@glopac-partners.com](mailto:sonika@glopac-partners.com), tel: +27.11.880.7052, at least **one month prior to the event**. We are unable to issue Visas & these are at the discretion of the relevant authorities. Visas will only be issued on Full payment being received for your participation.

Yellow fever & health certificates may be requested by some airport authorities & should be checked in advance

## Accommodation & Travel

Delegates are required to make all their own travel and accommodation arrangements when attending this event. These, and personal expenses are not included in the Registration Fees.

For hotel Booking rates & terms, please see attached or contact [sonika@glopac-partners.com](mailto:sonika@glopac-partners.com), tel: +27.11.880.7052, [gavle@glopac-partners.com](mailto:gavle@glopac-partners.com), tel: +44 122.345.1311,

## Sponsor & Exhibition

Opportunities exist for Companies to Sponsor and/ or exhibit/ display at this event.

Please request further details for **Sponsorship** from [sonika@glopac-partners.com](mailto:sonika@glopac-partners.com), tel: +27.11.880.7052, [gavle@glopac-partners.com](mailto:gavle@glopac-partners.com), tel: +44 122.345.1311, Please request further details for **Exhibition** from [sonika@glopac-partners.com](mailto:sonika@glopac-partners.com), tel: +27.11.880.7052,

## Payment Of Registration Fees

Payment of the registration fee is due upon receipt of invoice and must be made prior the conference. Payment can be made by Telegraphic Transfer, Credit Card or on the website: [www.petro21.com](http://www.petro21.com) If payment is made by telegraphic transfer or direct deposit please fax the details to The Hague (31 70) 324 1741.

## Cancellation Policy & Replacements

Your registration holds contractual obligation for payment/s due. However, any cancellation (in writing only) made before the **11 March 2010** prior to start of the conference will be refunded with a 20% administration charge. Thereafter, refunds will not apply but delegates will receive online access to relevant Conference Presentations. Replacements are welcome. All Delegates registered for any conference will be liable for full payment due under this contract unless cancellation has been made and duly acknowledged.



## Indemnity Clause

*Where matters beyond the reasonable control of Global Pacific & Partners including: power failures, natural disasters, war, terrorism, strikes or Acts of God prevent Global Pacific & Partners being able to perform its obligations under this agreement the Attendee releases Global Pacific & Partners from any liability or loss arising both pre-event & onsite. Global Pacific & Partners reserves the Right to change the Programme as may be required. Disclaimer: Please note that Global Pacific & Partners cannot accept any responsibility (legal or otherwise) for any Presentations made at our Events, or any comments made by attendees .*

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## Event Location

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