# DELEGATE REGISTRATION FORM

**The 2022 Africa Asia Pacific Accord & WFEO-CECB International**

**Capacity Building in Engineering Education Forum and ZIE**

# Biennial Conference

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**Engineering the Future - Through Quality Engineering Education,**

**Capacity Building, Partnerships and Development of Innovative Infrastructure**

**16th-20th August 2022 Elephant Hills Hotel and Conference Centre (EHHCC),**

**Victoria Falls, Zimbabwe**

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| --- |
| ***Please use CAPITAL LETTERS or TYPE and return this form to:***  [***prisca@zie.co.zw***](mailto:prisca@zie.co.zw) ***and cc*** [***accounts@zie.co.zw***](mailto:accounts@zie.co.zw)  ***ZIE Tel:*** *+263 (0)24-2746821/2746652* **ZIE Cell:** 0784448058 (Generic)  *ZIE Secretariat – CONQUENAR House, 256 Samora Machel Ave. East, Eastlea, Harare, Zimbabwe* |

# Delegate’s Details

Eng.  Dr  Prof.  Mr.  Ms  Mrs

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| --- | --- | --- | --- |
| **Family Name** |  | **First Name** |  |
| **Nationality** |  | **ID/Passport No:** |  |
| **Position** |  | | |
| **Organisation/**  **Company** |  | | |
| **Department** |  | | |
| **Address** |  | | |
| **Zip code** |  | **Town** |  |
| **Country** |  | **Phone Number** |  |
| **Cell Number** |  | | |
| **Email Address** |  | | |
| **Specific diet requirements (vegetarian, allergies)** | | | |

If you need any other specific facilities (e.g., wheelchair access), please inform the **ZIE Secretariat at** [**prisca@zie.co.zw**](mailto:prisca@zie.co.zw) **and cc** [**membership@zie.co.zw**](mailto:membership@zie.co.zw) **or +263 (024)2746821**

# Conference Registration Fee (Excluding Accommodation)

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| --- | --- | --- | --- | --- |
|  | **Member of a Recognised Engineering Professional Body e.g. ZIE; ECZ; ECSA; EIZ; SAICE; KIE etc)** | | **Non-Member** | |
| Early Birds  *\*Paying on or before 31 June 2022* |  | $350.00\* |  | $380.00 |
| Late Registration  *\*Paying between 1 -29 July 2022* |  | $400.00\* |  | $420.00 |
| International Delegates |  | $400 |  | $450 |
| Young Engineers (Graduates and Students) and Emeritus/Retired Engineers |  | $250.00\* |  | $280.00 |

***NB: THE REGISTRATION FEE CATERS FOR CONFERENCE PACKAGE, CORDIALS, TEAS, AND LUNCHES ONLY.***

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| Your preferred accommodation option (4 nights: 16, 17, 18 and 19 August 2022) | | | |
| **(Option 1) Standard-single bed per night** |  | 120.00 |  |
| **(Option 2) Double bed per night** |  | 160.00 | **EXTRA $70.00 PER DINNER FOR SPOUSE** |
| **(Option 3) Own Accommodation** |  | **Self** |  |

# Cancellation Policy

*All cancellations must be in writing*. *Once the registration form is processed, cancellation may be accepted only if the Event Management Team is advised by email within 48hrs of sending the booking. Cancellations received before 29 July2022 are subject to a charge of 25% of the registration fees for administrative costs. From 29 July 2022 onwards, full payment will be requested, and refunds will not be provided. Replacements by colleagues, i.e., transfer of the registration at no extra cost, are much welcome.*

# Method of Payment

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| ***BANK TRANSFER (USD) All charges to be borne by the principal/delegate, to the order of ECZ*** | | | | |
| **Account Holder** | Engineering Council of Zimbabwe (ECZ) | **Bank Name:** CBZ | **Swift Code:** COBZZWHAXXX |
| **Account Branch / Code** | Southerton 023 | **Sort Code :** 6110 | **USD Account #: 02322692650049** |
| **Reference** | Invoice Number or Delegate’s Full Name | | |

**\*For payments by Bank Transfer:** On completion send the bank reference code along with the confirmation of registration. Once payment is received (prior to the event!), the official receipt will be issued.

**\***Payments must be done within 10 working days from the date of invoice being received

**\*For payments by Credit Card:** The official receipt will be sent upon receipt of payment by the ZIE Accounts Office (CONQUENAR House).

# Confirmation of Registration

**IMPORTANT: Hotel and travel reservations should be made ONLY after receipt of written registration confirmation from ZIE. If you have not received your confirmation within five working days, please contact the** [**ZIE Secretariat**](mailto:accounts@zie.co.zw?subject=Conference%20Registration) **at** [**membership@zie.co.zw**](mailto:membership@zie.co.zw) **or Call +263 (024)2746821**

# Data Protection Statement & Personality / Image Rights

*By filling out the registration form, the participant gives consent that ZIE can process the data provided within the framework of the conference and allow photographs to be made during the conference. This includes, unless registered participants object, all handling needed for the applicant’s participation at the event and for the drafting of a list of participants which will be distributed at the conference and placing photographs in the picture’s gallery accessible only by participants and ZIE/ECZ members, in the ZIE newsletter or selecting some for articles on the conference in a journal or newspaper, or in any other web/printed publication.*

***Right of access:*** *Delegates have a right to access and ask for changing or deleting their personal data, which will be kept by ZIE.ZIE, would like to contact you occasionally to keep you informed of future ZIE events and other relevant information. If you do not wish us to do this, please tick this box to be removed from our general distribution list*