

STEEL AWARDS 2019 – CAPE TOWN



Complete and email your booking form to events@saisc.co.za - RSVP by 20 September 2019

EVENT DATE AND VENUE

10 October 2019

18:00 for 19:00

Venue D'Aria, M13, Durbanville,

Cape Town, 7550

ATTENDANCE FEE

Individual, R 980

Table Bookings (10 x seats), R 9500

Gala Dinner and Table Wines included. Cash bar facilities available.

GUEST FULL NAME & SURNAME	COMPANY	EMAIL	DIET/ACCESS NEEDS
1)			
2)			
3)			
4)			
5)			
6)			
7)			
8)			
9)			
10)			

BOOKING CONTACT (main point of contact regarding this booking)

Contact name and surname: _____

Job Title: _____ email: _____

Contact number: _____

INVOICING DETAILS

Does your company require a purchase order number? Yes No

If yes, please provide purchase order number here: _____

(Note: A copy of the purchase order must be sent with your registration form)

Company name: _____

Company address: _____

Company VAT number: _____

Finance contact (name and surname): _____

Finance contact e-mail: _____

Finance contact direct telephone number: _____

AUTHORISATION/ SIGN OFF

Authorised by (Name and Surname): _____

Date: _____

I accept that ticking this box constitutes my digital signature, signifying that I have authorised and accept the terms of this registration.

PROCEDURES AND POLICIES

Registration Process

- Return the completed reservation form
- Pay on receipt of invoice – banking details will be on the invoice.
- Please use the invoice number as payment reference.

• Forward proof of payment to
Debbie Allcock - debbie@saisc.co.za

Cancellation Policy

Written cancellations received by Debbie@saisc.co.za at least 10 working days before the event qualify for 100% refund. Thereafter, no refund can be made but replacement guests are welcome.
Note that without timely written cancellation, the company remains liable for the cost of the initial reservation, even with non-attendance.

Guest lists

- For more than 10 x guests, please include names separately.
- **PLEASE NOTE:** Seating lists will *close* for all final changes *strictly* on Tuesday, 8 October 2019 @ 17:00.