



# Registration form

## 1<sup>st</sup> UATP AFRICAN CONGRESS

**Dakar**  
3-7 October 2010

### 1. DELEGATE INFORMATION

UATP Membership number:.....

Mr. <input type="checkbox"/> Mrs. <input type="checkbox"/> Ms. <input type="checkbox"/>		Language: <input type="checkbox"/> English <input type="checkbox"/> French	
Family name: .....		First name: .....	
Function: .....			
Company: .....			
Company Address: .....			
Postcode: .....		City: .....	
Country: .....			
Phone: .....		Fax: .....	
E-mail: .....		VAT Number: .....	

### 2. SOCIAL ACTIVITIES (please tick your choice)

<b>Monday, 4 October 2010</b>	<input type="checkbox"/> Welcome Get Together	<input type="checkbox"/> With accompanying person
<b>Tuesday, 5 October 2010</b>	<input type="checkbox"/> Official Dinner	<input type="checkbox"/> With accompanying person
<b>Thursday, 7 October 2010</b>	<input type="checkbox"/> Technical & Touristic visit	<input type="checkbox"/> With accompanying person

### 3. REGISTRATION FEES (18% Senegal VAT included)

	Until 15/08/10	After 15/08/10	On site	Amount
<input type="checkbox"/> Members	<input type="checkbox"/> 460 €	<input type="checkbox"/> 520 €	<input type="checkbox"/> 600 €	.....€
<input type="checkbox"/> Non-Members	<input type="checkbox"/> 620 €	<input type="checkbox"/> 700 €	<input type="checkbox"/> 800 €	.....€
<input type="checkbox"/> Chairman / Speaker	<input type="checkbox"/> 200 €	<input type="checkbox"/> 200 €	<input type="checkbox"/> 200 €	.....€
<input type="checkbox"/> Student (upon presentation of a student card)	<input type="checkbox"/> 100 €	<input type="checkbox"/> 100 €	<input type="checkbox"/> 100 €	.....€
<b>Total :</b>				.....€

### 4. PAYMENT - Registration is assured only upon receipt of conference fees

I have arranged on (date) ..... for a money transfer in the above amount to be paid on UATP account:

**UATP Dakar 2010**  
**BICI Senegal Dakar**  
**ACCOUNT N°: 007951500004**  
**SWIFT: BICISNDXXXX**  
**IBAN: SN12 K001 0015 2000 7951 5000 0404**

Please make sure that you instruct your bank to guarantee payment for the full registration fees and to write as reference the **name of the participant** and the **name of the company**, followed by **"/dakar2010"**

Please use my  Visa  Eurocard/MasterCard  American Express

Credit card number	Exp. date (mm/yy)	CVV/CVC Security Code
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>

Cardholder's name (as it appears on the credit card): .....

I am in agreement with the terms and conditions as stated on the reverse page

Date & Signature .....

**FAX TO UATP: + 225 21 75 45 32 (or scan and email to [uatp@uitp.org](mailto:uatp@uitp.org))**

## Terms and conditions

- **Registration is assured only upon receipt of registration fees.** As soon as your registration form is received, an invoice will be issued on your behalf. A confirmation will be sent out after receipt of the invoiced registration fees.
- Please note that the bank transfer is to be done at least two weeks prior to the event. If the payment is made just before the congress, a proof or a letter of guarantee will be required on the spot. Registered participants whose payment is not complete will not be allowed to attend the event.
- In order to benefit from the preferential rate, the registration has to be sent and the payment has to be made before the rates' deadline.
- Applicants who wish to receive an Invitation Letter for their VISA application are required to first pay their participation fee. Should the applicant not be granted his/her VISA, the participation fee will be reimbursed (not including bank costs) providing a written proof from your embassy or consulate. UATP will grant visa invitation letter up to four (4) weeks prior to the congress date. Within four (4) weeks from the congress date visa invitation letter cannot be guaranteed. Please note that all costs relative to the sending of those documents are to be supported by the participant.
- If you cannot attend the congress we are happy to accept a substitute colleague at any time.
- **In case of cancellation, 50% of the corresponding registration fee (less applicable bank charges) will be refunded provided that your cancellation is received in writing by 1 September 2010 the latest.** Please note that no deduction can be made after this date and the registration fee is still due, even in case of no show.
- The organiser, UATP, reserves the right to make amendments to the programme or any related activity.
- For organisational reasons, only one accompanying person per delegate is allowed. Accompanying persons cannot be fellow employees.
- Bank charges have to be supported by the participant.
- The registration fees are applicable to all participants of the Congress, except speakers and session moderators. Payments are to be made in CFA/EURO.
- Hotel accommodation is not included in the registration fee.
- **Important note:** Non-member participation fees and rules will be applied automatically to companies or organisations if, for any reason, the payment of their UATP membership subscription has still not been effected.

**Please note: As reference for your payment, please indicate the complete invoice number and the name of the participant followed by "/dakar2010". Please be aware that we cannot process payments without this information.**

## Hotel information

The delegates are invited to make their reservation in the recommended hotels below in order to benefit from the negotiated rates. Do not forget to mention the UATP. The r include the price of the breakfast and the VAT.

### MERIDIEN PRESIDENT\*\*\*\*\*

Almadies

Tel: (221) 33 869 69 39

Fax: (221) 33 869 69 79

Contact: helene.kande@lemeridien.com

Single room	108 500 CFA	166,00 €
Double room	108 500 CFA	166,00 €
Suite Junior	250 000 CFA	382,00 €

### RADISSON BLU\*\*\*\*\*

West corridor, 20 minutes by bus

Tel: (221) 33 869 33 33

Fax: (221) 33 869 33 00

Contact: info.dakar@radissonblu.com

Single room	183 000 CFA	294,00 €
Double room	183 000 CFA	294,00 €
Suite Junior	214 000 CFA	326,00 €

### Hôtel des Almadies\*\*\*\*

Point of Almadies, 2 minutes by bus

Tel: (221) 33 869 54 16

Fax: (2321) 33 820 76 91

Contact: ethiou@milleniumsn.com

Single room	55 000 CFA	84,00 €
Double room	70 000 CFA	107,00 €
Suite Junior	125 000 CFA	191,00 €

### LODGE\*\*\*

Almadies road, 2 minutes by bus

Tel: (221) 33 869 03 45

Fax: (221) 33 869 03 50

Contact: hotellelodge@orange.sn

Single room	55 000 CFA	84,00 €
Double room	70 000 CFA	107,00 €
Suite Junior		

### FANA\*\*\*

Almadies, 3 minutes by bus

Tel: (221) 33 820 06 06

Fax: (221) 33 820 69 69

Contact: fanahotel@sentoo.sn

Single room	41 000 CFA	64,00 €
Double room	46 000 CFA	70,00 €
Suite Junior		

### Hôtel NGOR \*\*\*\*

NGOR road, 5 minutes by bus

Tel: (221) 33820 27 24/

Fax: (221) 33 820 27 23

Contact: ngordiarاما@orange.sn

Single room	60 000 CFA	92,00 €
Double room	65 000 CFA	100,00 €
Suite Junior	100 000 CFA	153,00 €