



REGISTRATION FORM

MASTERCLASS: BUSINESS ADMINISTRATION 2025 (CT)

INVESTMENT: Members: R11750.00 | Non-members: R12 250.00

Please complete the details below and email to admin@opsa.org.za to secure your booking.

Job Title:

Full Name:

ID Number:

Work Contact Number:

Email Address:

Dietary Requirements:

Cell Number:

Company:

VAT Registration Number:

Company Address:

Date I would like to attend: 31 March – 4 April 2025 20-24 October 2025

TERMS AND CONDITIONS

- **Full payment must be received 7 working days before the Masterclass.** If payment has not been received by this date and an arrangement has not been made, a 20% late payment administrative charge will become applicable, and the delegate will be moved to the next available Masterclass.
- Cancellations made in email to admin@opsa.org.za before 7 working days of the Masterclass will be accepted.
- Cancellations made less than 7 working days before the Masterclass will be liable for the full fee.
- A tax invoice will be issued on successful registration and proof of payment must be emailed to admin@opsa.org.za before the Masterclass commences.
- Substitutes are welcome at no additional costs provided name(s) are provided prior to the Masterclass by email to admin@opsa.org.za
- No show/absent delegates will not receive refunds of Masterclass fees.
- The delegate's signature with the Manager's signature on the registration form is assumed to mean a confirmed registration and payment is due on presentation of invoice.
- OPSA reserves the right to cancel or reschedule the Masterclass due to unforeseen circumstances.

I hereby acknowledge that I have read and agree to the terms and conditions.

Signature of delegate: Date:

Signature of Manager: Date: