

DETAILS

You are advised to read this form carefully before completing. Use one form per person. You may copy the form for additional registrants.

The form should be completed in BLOCK LETTERS and faxed to ICAM on **01 824 312** or emailed to icam@icam.mw to confirm your attendance. The original form together with your payment should be sent to ICAM, 2nd Floor Stansfield House, Haile Selassie Road, P.O. Box 1, Blantyre by Friday 5 September 2014. Please note that participants' dinners are complementary from 18 - 20 September. Similarly lunches are complimentary on 19 and 20 September. Meals outside these dates will be at an extra cost of K10, 500.00 per meal.

Note: The accommodation rate covers all the three days of the conference

HOTELS INFORMATION

Accommodation has been organised at Andrews, Boadzulu, Club Makokola, Dalitso Resort, Le Riviera, Mpale, Nkopola, and Sun N Sand. Bookings are strictly through ICAM. These hotels will provide a wide range of services to ensure that delegates attending the conference are well taken care of. Please be advised that all bookings are on bed and breakfast strictly for the participant. For other family members, the participant will have to pay for breakfast for family members except at La Riviera, Andrews, Dalitso and Club Makokola where breakfast for one family member is complimentary. Participants will also have to pay for meals either through ICAM or buy through cash at any hotel of choice. The first meal at the hotels will be dinner on 18 September 2014.

Please note the following information pertaining to hotels

[Andrews](#)

Meals served will be strictly al carte with average waiting time being 30 minutes.

[Boadzulu](#)

Boadzulu hotel will provide buffet lunch and dinner on all dates of the conference. Al Carte services will also be available on request with a 30 minutes average waiting time.

[Club Makokola](#)

Lunches and dinners will be strictly al carte with average waiting time of 1 hour and there will be no room service.

[Dalitso Resort](#)

Dalitso resort will only provide bed and breakfast.

[La Riviera](#)

Le Riviera resort will only provide bed and breakfast.

[Nkopola](#)

Buffet lunches and dinners

[Mpale Cultural Village](#)

Meals served will be strictly al carte with average waiting time being 30 minutes.

[Nkopola](#)

Buffet lunches and dinner will be served.

[Sun N Sand](#)

Buffet lunches and dinners will be served.

BOOKINGS CANCELLATIONS

Once registration takes place no refunds will be made on cancellations received within 7 working days of the conference or for non-attendance. However conference fees will be refunded less 50% administrative charges if written cancellations are received 7 or more working days prior to the commencement of the conference. Substitutions within the same payment category are however acceptable.

PARTICIPANT'S NAME:.....

OFFICIAL TITLE:.....

COMPANY/ ORGANISATION ADDRESS:.....

TELEPHONE: **E-MAIL:**

NAITEM			YOUR COST
CONFERENCE FEES			
SOCAM Member	K140,000.00		
Non SOCAM Member	K160,000.00		
ACCOMMODATION	Total accommodation rate		
Sun'n'Sand VIP room Family room Deluxe room Superior room	K270,000.00, B&B K225,000.00, B&B K210,000.00, B&B K180,000.00, B & B		
Boadzulu Executive room Family room Superior room	K90,000.00, B & B K120,000.00, B& B K60,000.00, B & B		
Nkopola Deluxe Superior room	K240, 000.00, B&B K195,000.00, B & B		
Club Makokola Chief Villa Lake Villa Beach room Garden room	K360,00000, B&B K300,000.00, B& B K255,000.00, B & B K210,000.00, B & B		
Dalitso Resort VIP room	K180,000.00, B & B		
Mpale VIP room	K135,000.00, B & B		
Le Riviera Executive	K135,000.00		
Andrews Executive	K180,000.00,		
EXTRA MEALS		Extra meals units	
Lunch/Dinner	K10, 500.00/ person/ meal		
Breakfast – Sun 'n' Sand	K 7,500.00/person/meal		
Breakfast - Boadzulu	K 4,000.00/person/meal		
Breakfast - Nkopola	K 10,000.00/person/meal		
Breakfast – Club Makokola	K 8,000.00/person/meal		
TOTAL COST			

NOTE: Cheques should be made payable to **ICAM** and appropriately crossed.