



Caribbean Broadcasting Union
48th Annual General Assembly
August 21-24, 2017
Nassau, The Bahamas

REGISTRATION FORM

How to register

1. Email the completed form to Mrs Glenda Dames 2017cbuaga@znsbahamas.com or fax to +1(242)322-3294.
2. Make the payment to the AGA Secretariat by the date specified.
3. The AGA Secretariat will issue a receipt for the payment and the discount codes for use when making reservations at the British Colonial Hilton hotel and for flights on Caribbean Airlines.

For further information on registration, telephone **+1(242)502-3930**

1. DELEGATE DETAILS

Dr Mr Mrs Ms Miss Other (please specify) _____ Representing CBU Member: Yes No

| | | |
|------------------|--|--------------|
| Last name: | First name: | Middle name: |
| Passport number: | Country issuing passport: ¹ | |

| | |
|--------------------|---------------------|
| Job title: | |
| Organisation name: | Nature of business: |

| | | |
|------------|----------|-----------|
| Address: | | |
| Town/City: | Country: | Postcode: |

| | | |
|------------|--|------|
| Telephone: | Mobile : | Fax: |
| E-mail: | Special Needs Including Dietary Request: | |

¹ CARICOM passport holders do not require a visa to visit the Bahamas. However, participants who will be travelling on non-CARICOM passports are strongly advised to contact the AGA Secretariat 2017cbuaga@znsbahamas.com to request a letter to facilitate arranging for a visa.

| |
|-----------------------------------|
| Date & Time of Arrival: |
| Airline and Flight No: |
| Date & Time of Departure: |
| Airline and Flight No: |
| Name(s) of accompanying party(s): |

2. ACCOMMODATION – Special rates have been negotiated for AGA delegates at the British Colonial Hilton Hotel. To access the special rates complete the registration form, submit with the relevant registration fee and the AGA Secretariat will issue the discount code to be used when registering at the hotel. The rates below include all relevant taxes and charges.

| ROOM TYPE | <u>Single Occupancy</u> <u>Includes complimentary breakfast</u> | <u>Double Occupancy</u> <u>USD 27.00 additional daily for breakfast for the 2nd guest</u> |
|---------------------|--|---|
| Deluxe City View | USD 213.52 | USD 239.02 |
| Deluxe Harbor View | USD 237.17 | USD 262.67 |
| Executive City View | USD 308.12 | USD 333.62 |

NB: The preferential room rate cannot be guaranteed for bookings made after July 15, 2017.

3. REGISTRATION OPTIONS – CBU Members in good standing pay a discounted registration fee of USD 175 which covers their first two (2) representatives. Attendance at the conference sessions is free for the first two (2) representatives of sponsors and contracted exhibitors. Invited presenters and special guests of the CBU pay no registration fee.

| MEMBER | NON-MEMBER | SPONSOR | PRESENTER/ CBU GUEST | EXHIBITOR |
|---------------------------------|----------------------------------|-------------------------------|-------------------------------|--|
| USD175 <input type="checkbox"/> | USD 350 <input type="checkbox"/> | FREE <input type="checkbox"/> | FREE <input type="checkbox"/> | FREE (with payment of exhibition fee) <input type="checkbox"/> |

4. SOCIAL EVENTS -

| | |
|---|--|
| CARIBBEAN BROADCASTING AWARDS AT ATLANTIS RESORT & DINNER AT BRITISH COLONIAL HILTON HOTEL USD 70.00 per person | FUN DAY & ISLAND TOUR USD 70.00 per person |
| Number of persons attending (other than sponsors or CBU guests) _____ | Number of persons attending (other than sponsors or CBU guests) _____ |

Total social events cost USD _____

5. PAYMENT – At this time the AGA Secretariat is only able to accept payments by wire transfer.

The registration fee covers attendance at all conference sessions, lunch, coffee breaks, conference materials and the Welcome Reception. All other social events and accommodation must be paid for separately.

Please ensure you state the correct fee. If you are in any doubt as to which rate applies, please contact the AGA Secretariat or the CBU Secretariat at info@caribroadcastunion.org prior to registering. Delegates selecting an incorrect rate will be invoiced for the full fee applicable. **Full payment of the registration fee must be made by the dates stated above.**

Registration fee: _____

Social events fee: _____

Total payment due: USD: _____

Wire transfer information

Instructions to: Wells Fargo, New York
SWIFT Code: PNBPU3NNYC
ABA Code: 026005092
For credit: FirstCaribbean International Bank (Bahamas) Limited
SWIFT Code: FCIBBSNS
Account Number: 2000192005416
For further credit to: Broadcasting Corporation of The Bahamas, account number 0001163668
FirstCaribbean International bank, Shirley Street, P.O. Box N-8350, Nassau, The Bahamas, Telephone No: (242) 502-6800

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7. TERMS AND CONDITIONS

Cancellations:

Registered delegates: Substitutions for registered delegates may be made at any time, but for planning reasons we request prior notification.

Accommodation: Should your travel plans change, please advise in writing. In case of room cancellations, a penalty will be applied. We strongly recommend you purchase trip insurance to cover any unforeseen circumstances and protect against loss of your deposit.

Programme changes: It is sometimes necessary to change the timing or the content of the event programme. The CBU will not be liable for any such unavoidable changes.

Please sign and date below to confirm you accept the terms and conditions of registration.

Signed

Date