



3rd IAA African Regional Conference

Space for Africa: Joint Participation, Knowledge Development and Sharing

24TH – 26TH NOV, 2009

Sheraton Hotel Abuja, Nigeria



NASRDA

IAA

REGISTRATION AND ACCOMODATION FORM

Please complete this form and mail to ajavijide2000@yahoo.com, iajavi@nasrda.net or fax to +234-(9)-4132624
www.iaaweb.org/contact/view/353/501

PARTICIPANT INFORMATION

Title/Last name/First name _____

Organization _____

Designation _____

Country/Address _____

E-mail Address _____

Phone Number _____

Resource Person (YES/NO) _____

ACCOMPANYING PERSON

(Not taking part as participant; only accompanying persons who paid the fee will be registered)

Last name _____ First name _____

Last name _____ First name _____

REGISTRATION FEE

Tick category and fill in the amount to be paid

	Before 1 st Oct. 2009	After 1 st Oct. 2009	On Site	US\$/₦
African participants	US\$50/ ₦ 7,500 <input type="checkbox"/>	US\$60/ ₦ 8,500 <input type="checkbox"/>	US\$70/ ₦ 10,000 <input type="checkbox"/>	_____
IAA member	US\$150 <input type="checkbox"/>	US\$200 <input type="checkbox"/>	US\$250 <input type="checkbox"/>	_____
Non IAA member	US\$200 <input type="checkbox"/>	US\$250 <input type="checkbox"/>	US\$300 <input type="checkbox"/>	_____
Student & Accompanies	US\$20 <input type="checkbox"/>	US\$25 <input type="checkbox"/>	US\$30 <input type="checkbox"/>	_____
TOTAL US\$/₦				_____

PASSPORT DETAILS (mandatory for Foreign Nationals)

Passport Number _____ Name (as appearing in Passport) _____

Nationality _____ Date of Birth _____

Place of Birth _____ Date of issue _____

Place of Issue _____ Date of Expiry _____

Address (as given in Passport) _____

Is there a Nigerian Embassy in your country of residence? Yes No (Please tick appropriately)

If "No", please state the nearest country with Nigerian Embassy close to your country of residence _____

TRAVEL DETAILS

Arrival Airport (Abuja/Lagos) _____ Departure Airport (Abuja/Lagos) _____

Arr. Date ____/____/2007 Flight No: _____ Time: _____ Airline _____ No. of Person(s) _____

Dep. Date ____/____/2007 Flight No: _____ Time: _____ Airline _____ No. of Person(s) _____

PAYMENT

Terms and mode of payment:

*Details for SWIFT Transfer in Dollars (Applicable to Non-Nigerian Participants only)

Please remit Dollar amount applicable using the following details:

CORRESPONDENT BANK

NAME & ADDRESS: CITIBANK N.A. NEWYORK
111, WALL STREET, NEW YORK
10043.

SWIFT CODE: CITIUS33
ABA NO: 021000089

BENEFICIARY BANK:

NAME AND ADDRESS: INTERCONTINENTAL BANK PLC

SWIFT CODE: ICOBNGLA

ACCOUNT NUMBER: 36023765
Further Credit Party: IAA/NASRDA 0356200000000012

* Details for payment in Naira (applicable to Nigerian Participants Residing in Nigeria Only)

- Crossed cheques should be made payable to IAA/NASRDA and sent to Jide Ajayi, National Space Research and Development Agency – Obasanjo Space Centre, Airport Road, Abuja. P. M. B. 437, Garki, Abuja.
- Payment can be made into **Intercontinental Bank**, account Number: **0356001000000145** and Account Name: **IAA/NASRDA**.

NB: PLEASE ENSURE THAT BOTH THE REMITTER'S NAME AND BENEFICIARY DETAILS ARE INDICATED ON THE REMITTING INSTRUCTION

* Important Notes On Payment:

- While paying through bank transfer, please ensure that the name of the participant is included as concept of payment.
- The cost of Bank charges must be borne by the payee. Any payment where the cost of the Bank transfer has not been met, will not be accepted.
- Please FAX a copy of the bank transfer receipt to +234-(9)-4132624 or scan and mail to ajavijide2000@yahoo.com or jajavi@nasrda.net

* Cancellation and Refund Policy:

- Cancellation of registration must be made in writing and fax to +234-(9)-4132624 or scan and mail to ajavijide2000@yahoo.com or jajavi@nasrda.net on or before 30th September, 2009.
- Refund amount less administration fees of 50 Dollars/~~N~~4000 (as applicable) will be made for all cancellation requests received on or before 30th September, 2009.
- No refunds will be made in respect of cancellations received after 1st October, 2009.
- Refunds will be made after the closure of the conference.
- Cancellation charges and bank transfer or credited charges will be deducted before the refund is made.
- Bank transfer payments will be refunded to the same bank account used for payment unless otherwise requested in writing. Transfer fees will be charged to the recipient.