

ACCOMMODATION TERMS AND CONDITIONS

Hotel accommodation is subject to availability and will be allocated on a first come, first served basis.

All rates are listed per room and night in South African Rand (ZAR) and include VAT, breakfast, and applicable tourism levy.

1. Completed hotel booking requests will be acknowledged within 5 working days, at which stage the booking is a confirmed commitment subject to the cancellation terms below.

2. Full payment for accommodation is required within 5 working days of the confirmed accommodation request.

3. Payments must be made to "African Agenda (Pty)".

3.1. Payments must be made in South African Rand (ZAR).

3.2. Payments can be made by bank transfer or credit card. When placing the booking, the delegate chooses their preferred way of payment.

3.3. All accommodation booking charges are subject to a 3% handling fee which will be due along with the required booking payment. If the handling fee is not paid, the booking will not be confirmed.

3.4. Any short payment resulting from bank charges and/or exchange rate fluctuations will be charged back to the registrant.

3.5. Failure to make an accommodation payment will result in the accommodation booking being cancelled.

4. Cancellations must be received in writing. The email address is register@africanagenda.com.

5. Cancellation fees will be imposed as follows:

5.1. For cancellations received until 22 September 2023, 100% of the accommodation cost deducted by a handling fee of ZAR900 will be refunded.

5.2. For cancellations received between 23 September 2023 and 22 October 2023, 50% of the accommodation cost will be refunded.

5.3. From 23 October 2023 no refunds will be provided for cancellations or no-shows. The registrant will be liable for the full amount due.

5.4. For a reduction in the length of stay or in case of a no-show, no refunds will be made. The entire number of nights booked on the hotel booking form and confirmed will be charged. No-shows will be released at 09.00 the following day, and the accommodation will not be refunded.

5.5. Should the selected hotels be sold out, African Agenda reserves the right to book a hotel in a similar category and price range.