



Association for
Office Professionals
of South Africa

REGISTRATION FORM

PROFESSIONAL DESIGNATION MASTERCLASS 2023

INVESTMENT: R11 750.00

(Includes Professional Membership Fee)

Johannesburg
2-6 October 2023
Cape Town
16-20 October 2023

For more information visit www.opsa.org.za | Email: admin@opsa.org.za | Call: 064 518 7993

Please complete the details below and email through 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:

Are you an OPSA member?

Yes:

No:

Terms and Conditions

- Full payment must be received 7 working days before the 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 cost provided name(s) are provided prior to the course by email to admin@opsa.org.za
- No show / absent delegates will not receive any refunds of course fees.
- The delegate's signature with his/her Manager's signature on this registration form is assumed to mean a confirmed registration and payment is due on presentation of invoice.
- OPSA reserves the right to cancel or postpone a course due to unforeseen circumstances.

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

Signature of Delegate:

Date:

Signature of Manager

Date:
