

Updated: 08/08/2007



International Federation of Library Associations and Institutions

Continuing Professional Development and Workplace Learning Section

7th World Conference on Continuing Professional Development
& Workplace Learning for the Library and Information Professions

***Continuing Professional Development: Pathways to
Leadership
in the Library & Information World***

14-16 August 2007, Birchwood Hotel and Conference Centre
<http://www.birchwoodhotel.co.za>
Johannesburg – South Africa

Registration Form

Registration Deadlines & details

Early Bird: Early registration closed on **July 16th, 2007**. Registration after July 17th will be at the rates shown below (which include a 10% premium on the early registration rates)

A special African delegate registration rate is available from August 1st. Details below.

After August 10, 2007: Registration can only be made at the Conference venue (Credit card payments only).

Cancellations and Refunds

Notification of cancellation and refund requests must be submitted before July 16th, 2007 in writing to the Conference Treasurer (address below). The late fee for cancellations received before July 16th, 2007 is 480 Rand. For cancellations after July 16th, 2007 no refunds will be given.

Registration Form

Please complete this registration form and either email scanned PDF copy to:
Clare.Walker@wits.ac.za & Nelisiwe.Sithole@wits.ac.za

or fax to:

Clare Walker & Nelisiwe Sithole, +27 11 717-1946

Name _____ Organization _____

Address _____ Position _____

City/State/Country _____

Telephone _____ E-mail _____

FAX _____

IFLA Membership number (if applicable Individual or Institutional) _____

Registration: please select from one of the following categories.

A. _____ African Delegate Special Registration (conference only – no Proceedings) including conference dinner.

I wish to attend the *CPD&WL* Satellite Conference from Tuesday August 14th – Thursday 16th August @ R1,200 including:

- Tuesday evening August 14th: Welcome Reception
- Wednesday August 15th: morning coffee/tea, lunch, afternoon coffee/tea, conference dinner
- Thursday August 16th: morning coffee/tea, lunch, afternoon coffee/tea

B. _____ CPD&WL Section Member. Full Registration including conference dinner.

I wish to attend the *CPD&WL* Satellite Conference from Tuesday August 14th – Thursday 16th August @ R1,850, including:

- Tuesday evening August 14th: Welcome Reception
- Wednesday August 15th: morning coffee/tea, lunch, afternoon coffee/tea, conference dinner
- Thursday August 16th: morning coffee/tea, lunch, afternoon coffee/tea
- Conference Proceedings (1 copy)

Please check/tick whichever is applicable:

_____ I am an individual member of IFLA and have joined Section 43, Continuing Professional Development and Workplace Learning, or

_____ My Association or Institution is a member of IFLA and of Section 43, Continuing Professional Development and Workplace Learning

Name of Association or Institution: _____

(Note: IFLA Membership information is available at <http://www.ifla.org/III/members/index.htm>)

C. _____ **African Delegate Special Registration (conference only – no Proceedings) NOT including conference dinner.**

I wish to attend the *CPD&WL* Satellite Conference from Tuesday August 14th – Thursday 16th August @ R 900 including:

- Tuesday evening August 14th: Welcome Reception
- Wednesday August 15th: morning coffee/tea, lunch, afternoon coffee/tea,
- Thursday August 16th: morning coffee/tea, lunch, afternoon coffee/tea

D. _____ **CPD&WL Section Member. Full Registration NOT including conference dinner.**

I wish to attend the *CPD&WL* Satellite Conference from Tuesday August 14th – Thursday 16th August @ R1,550 including:

- Tuesday evening August 14th: Welcome Reception
- Wednesday August 15th: morning coffee/tea, lunch, afternoon coffee/tea,
- Thursday August 16th: morning coffee/tea, lunch, afternoon coffee/tea
- Conference Proceedings (1 copy)

Please check/tick whichever is applicable:

_____ I am an individual member of IFLA and have joined Section 43, Continuing Professional Development and Workplace Learning, or

_____ My Association or Institution is a member of IFLA and of Section 43, Continuing Professional Development and Workplace Learning

Name of Association or Institution: _____

(Note: IFLA Membership information is available at <http://www.ifla.org/III/members/index.htm>)

E. _____ **CPD&WL Section Non-member. Full Registration including conference dinner.**

I wish to attend the *CPD&WL* Satellite Conference from Tuesday August 14th – Thursday 16th August @ R1,950 including:

- Tuesday evening August 14th: Welcome Reception
- Wednesday August 15th: morning coffee/tea, lunch, afternoon coffee/tea, conference dinner
- Thursday August 16th: morning coffee/tea, lunch, afternoon coffee/tea
- Conference Proceedings (1 copy)

F. _____ **CPD&WL Section Non-member. Full Registration NOT including conference dinner.**

I wish to attend the *CPD&WL* Satellite Conference from Tuesday August 14th – Thursday 16th August @ R1,650 including:

- Tuesday evening August 14th: Welcome Reception
- Wednesday August 15th: morning coffee/tea, lunch, afternoon coffee/tea,
- Thursday August 16th: morning coffee/tea, lunch, afternoon coffee/tea
- Conference Proceedings (1 copy)

G. _____ **One Day Registration (CPD&WL Section Member or Non-member).**

I wish to attend the *CPD&WL* Satellite Conference on (please specify below)

_____ Wednesday August 15th OR _____ Thursday August 16th including:

- morning coffee/tea, lunch, afternoon coffee/tea,
- Conference Proceedings (1 copy)

@ R1,200

H. _____ **Conference Dinner (for One Day Registrants and accompanying persons)**

I wish to attend the CPD&WL Satellite Conference Dinner on Wednesday August 15th
@ R300 (including transport to venue) or R200 (without transport to venue)

Payment Options

Payment may be made by credit card or direct bank funds transfer ("wire" transfer). Payment by cheque cannot be accepted.

Please make payment in **South African Rand**.

(Convert to other currencies at: <http://www.xe.com/ucc/>)

1. Credit card: VISA, MASTERCARD, AMEX or DINERS CLUB

Fax completed registration form with credit card information (as below) to:
ATTN: CLARE WALKER or NELISIWE SITHOLE
International Fax No. +27 11 717-1946

OR

Email SCANNED & SIGNED registration forms as PDF attachments to:
Clare.Walker@wits.ac.za & Nelisiwe.Sithole@wits.ac.za

VISA MASTERCARD AMERICAN EXPRESS DINERS CLUB (please circle)

Name on credit card _____

Credit card number: _____

Security number (this is a 3 or 4 digit number– it is either the last 3 digits of the number printed on the back of the card or 3 or 4 digits printed above and to the right of the card number on the front of the card) _____

Expiry Date ____ / ____

Address if different from above:

_____ Signature of card holder:

2. Direct bank funds transfer ("wire" transfer), for international transfers and for South African direct transfer.

BANK NAME: STANDARD BANK

BANK BRANCH: BRAAMFONTEIN (JOHANNESBURG SOUTH AFRICA)

BANK BRANCH NUMBER: 004805

ACCOUNT NAME: WITS FOUNDATION NO. 2 A/C

ACCOUNT NUMBER: 002900076

SWIFT CODE FOR INTERNATIONAL TRANSFER: SB ZAZ AJJ 00480502

****PLEASE ENSURE THAT THE REFERENCE IS GIVEN IN FULL TO ENABLE IDENTIFICATION! ****

REFERENCE FORMAT: L.2295 [+ YOUR LAST NAME+FIRST NAME]
For bank deposit payments, the registration and bank-stamped deposit slip must be faxed to +27 11 717-1946 , or scanned as a PDF doc and sent by email to:
cmwalker@library.wits.ac.za and nellies@library.wits.ac.za

If invoices are required from the conference before payments can be made by institutions, would-be delegates who need such invoices should contact Clare Walker: cmwalker@library.wits.ac.za indicating exactly what information should appear on the invoice.

Acknowledgement of Registration

Check/tick this box if you require acknowledgement of receipt of registration.

E-mail address: _____

General Information and Contact Details

The conference is to be held in Johannesburg, South Africa. The conference will commence with a welcome reception in the evening of Tuesday August 14th 2007. Please plan to arrive on Tuesday August 14th if possible. The conference program will commence at 9.00 a.m. on Wednesday August 15th and will conclude at 5.00 pm on Thursday August 16th. The conference dinner will be held on Wednesday August 15th.

The conference venue will be the Birchwood Hotel and Conference Centre <http://www.birchwoodhotel.co.za>. We have chosen this venue as it offers a secure venue for the conference with accommodation on site and it is close to the airport. The hotel and conference centre is located in 30 acres of landscaped gardens within a secure compound. There is a (free) shuttle from the Johannesburg International Airport (O.R. Tambo International Airport), directly to Birchwood and to the nearest shopping mall.

Accommodation

The conference venue, Birchwood Conference Centre <http://www.birchwoodhotel.co.za/index.html> offers conference attendees the following accommodation

ROOM TYPE	COST
Standard Single	R740.00
Standard Double	R870.00
Standard Queen Single	R740.00
Standard Queen Double	R870.00
Queen Prestige	R820.00
Queen Prestige Double	R920.00
Luxury King Single	R820.00
Luxury King Double	R920.00
Luxury Suite	R1060.00

All are room-only rates – cost of breakfast: R90. For dinner there are five different restaurants in the complex ranging from grand to steakhouse.

Accommodation reservations should be made directly with Birchwood Hotel and Conference Centre.

International bookings require either pre-payment or a credit card to secure the booking.

Conference Organising Committee

Conference Chairperson

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Associate Professor, Rutgers School of Communication
Information and Library Studies. U.S.A
E-mail: varlejs@scils.rutgers.edu

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August 2007