

Canadian Institute for Procurement and Materiel Management Institut canadien d'approvisionnement et de gestion du matériel

# **DELEGATE REGISTRATION FORM**

# EMERGING TRENDS SYMPOSIUM IN PROCUREMENT AND MATERIEL MANAGEMENT

November 19th, 2024 | Virtual Event

### **DELEGATE INFORMATION**

DELEGATE NAME

MY PRONOUNS ARE (optional)

**ORGANIZATION** 

ADDRESS CITY

PROVINCE POSTAL CODE COUNTRY

PHONE EMAIL

### **EMAIL FOR SWAPCARD OR ZOOM USE**

(to be used to access the Swapcard or Zoom platform for the event)

NOTE: Please note that while verbal presentations are anticipated to be made only in English, however presentation materials, are available in both English and French, as well as delegates are welcome to interact during chat/questions/answer periods in the official language of their choice.

## **REGISTRATION - \$325 + TAX**

Virtual Delegate Pass includes the Full Access to the Symposium Content on the Virtual Platform on November 19, 2024 and to recordings post event until October 1st, 2025.

Tax rate will be applied to your invoice in accordance with the province where you are registering from.

### **METHOD OF PAYMENT** GST#R134363936

Please complete, sign and date the registration form. Pay by Cheque, Credit Card or Bank Transfer.

INVOICE ME

CHEQUE ENCLOSED (MAKE CHEQUE PAYABLE TO: CIPMM C/O THE WILLOW GROUP)

AMERICAN EXPRESS MASTER CARD VISA

CARD NUMBER CCV EXPIRY DATE

CARDHOLDER'S NAME

SIGNATURE DATE



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### **REGISTRATION POLICIES**

#### **Cancellation:**

- a) Full refund will be given for requests received in writing no later than October 1st, 2024. After October 1st, 2024 no refunds will be issued.
- b) No-shows will result in full registration fee payment being due.

## **No-Pass Sharing:**

- a) The pass can not be shared.
- b) Any violations of the no-pass sharing policy will result in consequences, including but not limited to revocation of the Pass, expulsion from the event and invoicing for the full amount of a Pass for anyone caught using a Pass for which they were not assigned by CIPMM.

## **Prohibited Conduct:**

Participants may not record or broadcast audio or video of sessions as presented at the Emerging Trends Sympoium in Procurement and Materiel Management

### **Virtual Access:**

- a) Costs associated with your virtual attendance shall be borne solely by you, and CIPMM shall have no responsibility for such costs, for example but not limited to WiFi and Zoom access or any other platform that we shall use for the delivery of this event, personal devices in a working condition, alternative email accounts as needed, and other technical requirements for the successful participation in this event.
- b) If CIPMM is prevented from carrying out its obligations as it pertains to the CIPMM Symposium delivery as a result of any cause beyond its control, or such symposium cannot be conducted because of a software or issue with the hosting platform, CIPMM shall have the right to reschedule the Symposium to a new date and your registration fee will be applied to the rescheduled Symposium.

#### Privacy:

- a) By completing this form you consent to the use of the personal information provided for registration and marketing purposes.
- b) By registering and / or attending this event, you allow CIPMM to use photographs, image and / or audio, video materials without further explicit authorization. The materials are intended for promotional, educational, information purposes only.

By signing below, the manager acknowledges and agrees to ad	there to the CIPMM registration policies.
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Manager's Name:	Title:
Manager's Signature:	