



International Road Federation
 Fédération Routière Internationale
 Federación Internacional de Carreteras

The Ministry of Works and Transport, Tanzania

Tanzania Transportation Technology Transfer (TantT?)

Tanzania Roads Association (TARA)

Africa Regional Seminar and Workshop on Performance-Based Contracts (PBC) And Framework Agreements For Roads;

Arusha International Conference Centre (AICC), Arusha, Tanzania, 12th – 17th December 2022.

Registration Form - Delegates

The purpose of this form is to inform the Organizing Committee of your intention to participate in the **Africa Regional Seminar and Workshop on Performance-Based Contracts and Frameworks Agreements for Roads.**

Please **fill and submit the registration form online** at or complete and email this registration form to: The Honorary Secretary, Tanzania Roads Association, at info@tara.or.tz; with a copy to the Secretariat of the Organizing Committee, Eng. Hagai Bishanga at hbishanga@yahoo.com, or Eng. Abdul Awadhi at aaawadh@yahoo.com, and Eng. Laurent Athanas at fabianlaurent05@gmail.com Mobile Phone; +255 754 362 157 or +255 789 242 112 or +255 753 246 763.

Confirmation will be made upon receiving payments.

Each person attending should submit a separate registration form.

<input type="checkbox"/>	Prof.	<input type="checkbox"/>	Dr.	<input type="checkbox"/>	Mr.	<input type="checkbox"/>	Mrs.	<input type="checkbox"/>	Ms.	<input type="checkbox"/>	Other (please specify):
First Name											
Middle Name											
Last Name											
Name as it should appear on Name Badge											
Position/Job Title											
Organization											
Mailing address											
Country											
<input type="checkbox"/>	Telephone or										+
<input type="checkbox"/>	Mobile										
Email											
Special requirement - dietary											
Special requirement - mobility											

ATTENDANCE [Please check one]

- I will attend only the **Africa Regional Seminar on Performance-Based Contracts (PBC) and Frameworks Agreements for Roads.**
- I will attend both the **Africa Regional Seminar and Workshop on Performance-Based Contracts (PBC) and Frameworks Agreements for Roads.**
- I will attend and participate as a **Resource Person** for the **Africa Regional Seminar and Workshop on Performance-Based Contracts (PBC) and Frameworks Agreements for Roads.**

PRIVACY

I agree that particulars stated in this form can be displayed in conference documentation.

YES: _____ NO: _____

Registration Fees:

The Registration Fees for attending the Africa Regional Seminar and Workshop on Performance- Based Contracts (PBC) and Frameworks Agreements for Roads have been established as follows:

Attendance	Categories	Until 30 th November 2022	After 30 th November 2022
Africa Regional Seminar on PBC and Frameworks Agreements for Roads.	Foreign delegates	US\$ 750	US\$ 900
	Tanzanian delegates	Tshs.1,380,000	Tshs. 1,500,000
Africa Regional Seminar and Workshop on PBC and Frameworks Agreements for Roads.	Foreign delegates	US\$ 1,250	US\$ 1,500
	Tanzanian delegates	Tshs.2,300,000	Tshs. 2,500,000
	Foreign Exhibitors	US\$ 2,500	US\$ 3,000
	Local Exhibitors	Tshs. 4,000,000	Tshs. 4,500,000

For delegates who will be attending only the Africa Regional Seminar on PBC and Frameworks Agreements, the fee is **Tshs. 1,380,000** for local participants only and **USD 750** for foreign participants. Early Registration fee **before 30th November 2022** is **Tshs. 1,380,000** for local participants only and **USD 750** for foreign participants. Registration fee **after 30th November 2022** is **Tshs. 1,500,000** for local participants only and **USD 750** for foreign participants.

The Registration Fees for the Africa Regional Seminar attendants cover:-

- Seminar attendance.
- Seminar materials.
- Access to exhibitions.
- Lunches and refreshments during the seminar.
- Certificate of training.

For delegates who will be attending both the Africa Regional Seminar and Workshop on PBC and Frameworks Agreements, the fee is **Tshs. 2,300,000** for local participants only and **USD 1,250** for foreign participants. Early Registration fee **before 30th November 2022** is **Tshs. 2,300,000** for local participants only, **USD 1,250** for foreign participants, **USD 2,500** for foreign exhibitors and **Tshs. 4,000,000** for local exhibitors. Registration fee **after 30th November 2022** is **Tshs. 2,500,000** for local participants only, **USD 1,500** for foreign participants, **USD 3,000** for foreign exhibitors and **Tshs, 4,500,000** for local exhibitors.

The Registration Fees for attendants of both the Regional Seminar and Workshop cover:-

- Attendance to the seminar and workshop.
- Seminar and workshop materials.
- Access to exhibitions.
- Lunches and refreshments during the seminar and workshop.
- Certificate of training.

CONFIRMATION OF REGISTRATION

Registrations will be acknowledged in writing to the e-mail or other address nominated in the registration form along with an invoice acknowledging receipt of payment. If you have not received confirmation within 7 days of submitting payment contact through Tanzania Roads Association (TARA) at info@tara.or.tz; with a copy to the Secretariat of the Organising Committee, Eng. Hagai Bishanga at hbishanga@yahoo.com, Eng. Abdul Awadhi at aaawadh@yahoo.com, and Eng. Laurent Athanas at fabianlaurent05@gmail.com Mobile Phone; +255 754 362 157 or +255 789 242 112 or +255 753 246 763.

TERMS OF PAYMENT

It is advised for payment of registration fees for participation in the Africa Regional Seminar and Workshop on PBC & Frameworks Agreements to be made by Bank Transfer to the Tanzania Roads Association Account as follows: -

Account Name: ***TARA Projects Account***

Account Number: ***0150360676301***

Bank Name: ***CRDB Bank PLC***

Branch Name: ***Msasani***

Swift Code: ***CORUTZTZ***

Bank Contact: Msasani Tower, Off Kimweri Drive P.O. Box 106263 Dar es Salaam, Tanzania; Tel: +255 22 2923344; Fax: +255 22 2923345

Please note that for bank transfer:

- The bank transfer charges are fully paid by the participants.
- Ensure that the name of the participant and the Africa Regional Seminar and Workshop on PBC and Frameworks Agreements are included as part of the remittance information.

GENERAL CONDITIONS AND CANCELLATION POLICY

Registration	All registration forms must be completed electronically, and sent by e-mail to the Honorary Secretary, Tanzania Roads Association (TARA) at the address mentioned above.
	Registration fees have to be fully paid to receive the confirmation of participation, and Regional Seminar & Workshop badge.
	An official receipt will be forwarded to all registered delegates upon receipt of their full payment.
	Registration fees cover costs of attendance to the regional seminar and workshop, seminar and workshop materials, access to exhibitions, a certificate of training, lunch and refreshments during the seminar and workshop. The registration fees does <i>not</i> include travel or accommodation.
	Delegates to attend and participate in the Africa Regional Seminar and Workshop on PBC and Frameworks Agreements will be required to observe the health protective measures/guidelines against COVID-19 pandemic , which includes social distancing of at least one (1) metre, wearing face masks, and hand washing and sanitization.
	Accompanying persons do not have access to the Africa Regional Seminar and Workshop on PBC and Frameworks Agreements nor the lunches.
	Any cancellation of registration must be made in writing to the Honorary Secretary, Tanzania Roads Association (TARA) to the email address mentioned above.
	Visa letters can be issue for resource persons upon confirmation of their coming. For delegates to attend the Africa Regional Seminar and Workshop on PBC and Frameworks Agreements, it will be issued upon confirmation that registration fees have been paid.
	Delegates are responsible for their own room reservation directly with the hotel of their choice.
	Delegates are responsible for their own travel arrangements.
Cancellations/ Refunds	The refund of registration fees per delegate is as follows:
	Cancellations received in writing Before 30th November 2022. Refund of 50% of registration fee. Any applicable bank fees will be at the charge of the person registering for the Africa Regional Seminar and Workshop on PBC and Frameworks Agreements. After 30th November 2022: no refund.

CANCELLATION POLICY

Delegates who after registering are unable to attend the seminar and or workshop are welcome to nominate a substitute delegate. If there is no one that can be nominated as a substitute a refund of registration fees will be made if written advice is received by **30th November 2022**. No refunds will be given after **30th November 2022** however; nominations for substitute delegates will continue to be accepted.