

REGISTRATION

FORM



OECS BAR ASSOCIATION

**17th Regional Law Conference
13th - 14th October 2023
Miami, Florida, USA**

Please return this form to:

Ms. Jean M. Dyer, Law Conference Coordinator,
13 Fairplay Commercial Complex,
P. O. Box 390, The Valley, AI-2640, Anguilla.
Email: oeclawconference@gmail.com; Fax # 1 (264) 498-8111;
Contact Telephone: 1 (264) 497-8111
OFFICE HOURS: 8:30AM – 4:30PM (Anguilla TIME)

Discounted rates apply based on time of registration!!!

Please read the General Information section before completing this form and return it together with your payment to the address above.

Personal Details Please type or use block letters or attach your business card

Name & Title _____

Firm/Company/Organisation _____

Address _____

Telephone _____ Fax _____

E-mail _____

BADGE

Name & Country _____

Name to be shown on badge, if not as above _____

REGISTRATION FEES

<i>Fee</i>	<i>On or before August 18th 2023</i>	<i>August 19 – September 15, 2023</i>	<i>September 16 - October 6, 2023</i>
Standard per person	US\$ 500.00	US\$ 650.00	US\$ 800.00
Young Lawyers *	US\$500.00		US\$ 650.00
Accompanying persons**	US\$200.00		

A reduced rate is offered to lawyers who are *within 5 years of admission at date of registration

Registrants are asked to ensure that Fees are paid into the account via bank draft, direct deposit or wire transfer no later than **6th October 2023**.

▪ **Registration Fee includes: -**

- ❖ Attendance at the 17th Regional Law Conference sessions.
- ❖ Materials of the Conference.
- ❖ Access to the Law Book Exhibition where Law books will be on sale at greatly reduced prices.
- ❖ Breakfast and Lunch at the Law Conference days.
- ❖ Invitation to the Welcome Reception on 13th October 2023.
- ❖ Coffee Breaks.

****Accompanying person(s) fees include breakfast and lunch at the Conference, Invitation to Welcome Reception on 13th October 2023**

METHODS OF PAYMENT:

The registration fee may be paid via:

- Credit card through <https://secure.ticketpal.com/event/oecs-bar-associations-2023>; **OR**
- Direct deposit at any First Caribbean International Bank branch to the OECS Bar Association’s account number 107043585; **OR**
- Have your bank wire the registration fee to:-

Correspondent Bank: Wells Fargo Bank, New York
SWIFT Code: PNBPU3NNYC
ABA Code: 026005092

Beneficiary Bank: FirstCaribbean International Bank (Barbados) Limited
Branch: St. Kitts & Nevis
SWIFT Code: FCIBKNSK

Beneficiary: **OECS BAR ASSOCIATION**
Account Number: 107043585

Please ensure that all bank charges are added before payment is remitted.

Addresses for Wire:

Postal Address	Physical Address
FIRSTCARIBBEAN INTERNATIONAL BANK LTD. P O Box 42 The Circus Basseterre, St Kitts & Nevis	FIRSTCARIBBEAN INTERNATIONAL BANK LTD. St. Kitts & Nevis Branch 586 Fort St, Basseterre, St Kitts & Nevis
OECS Bar Association Inc. c/o Joseph Rowe Chambers Unit 5, Long Stoney House Charlestown	OECS Bar Association Inc. c/o Joseph Rowe Chambers Unit 5, Long Stoney House Charlestown

- Please ensure that a copy of the payment details is attached to your registration form and sent to the Coordinator at the above address.
- Payment by personal cheques will **NOT** be accepted.
- Please ensure that your name and the words “**OECS Bar Association for 17th Regional Law Conference 2023**” appear on any transfer.
- **YOUR REGISTRATION WILL NOT BE COMPLETED UNTIL THE REGISTRATION FEE IS PAID IN FULL.**

CANCELLATION/SUBSTITUTION

- Your registration will be acknowledged in writing via email only. **Any cancellation must be received in writing by the Coordinator at the above address by Friday 29th September 2023 in order for fees to be refunded. A 15% administrative charge will be deducted from registration fees and social function tickets and all wire transfer fees.**
- After Friday 29th September 2023 no refunds can be made for registration fees but a substitute delegate may be nominated up to **Friday 6th October 2023**. Social function tickets will only be refunded after this date if the OECS Bar Association can resell same.

REGISTRATION CHECK-IN

- The Registration desk will be located at the Lounge of the Conference Centre and will be open from 8:00 am on the **13th October 2023** prior to the commencement of the Opening Ceremony. If you have not collected your Badges & Conference materials, please ensure that you do this before entering the conference for security reasons.

NAME BADGES

- For security reasons, name badges must be worn at all times during the Conference and at social functions. Your name badge is your pass for the 17th Regional Law Conference, the Law Book Exhibition, and entitles you to breakfast, lunch and refreshments on the **13th and 14th October 2023**, as well as access to the Welcome Cocktail on the evening of the **13th October 2023**.

A**Registration Fees for the 17th Regional Law Conference 2023**

	<i>On or before 18th August 2023</i>	<i>August 19th – September 15th, 2023</i>	<i>September 16th - October 6th 2023</i>
Standard	US\$ 500.00	US\$ 650.00	US\$ 800.00
Young Lawyers *	US\$500.00		US\$ 650.00
Accompanying persons**	US\$200.00		

Total Registration fee	US\$
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B

<i>Social Functions</i>	<i>Cost</i>	<i>Amount payable</i>
WELCOME COCKTAIL	Inclusive in Registration Fee	*****
SOCIAL EVENT	Inclusive in Registration Fee	*****
Accompanying Person	US\$200.00	US\$200.00
	Total Social Functions	US_____

A + **B** =

TOTAL PAYMENT DUE IS US\$

Please do not write in this box.
For official use only!

Date Payment Received: _____

Method of Payment: _____

Balance (if any): _____

Amount Received: _____

Refund (if any) _____

Notes: