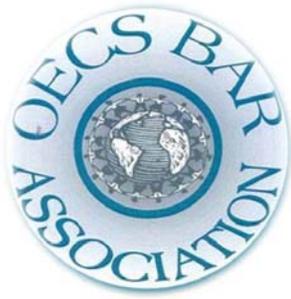


REGISTRATION FORM



# OECS BAR ASSOCIATION

## 16<sup>th</sup> Regional Law Conference 13<sup>th</sup>-15<sup>th</sup> September 2019 Antigua

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: [conference@oecsbar.org](mailto:conference@oecsbar.org); 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 July 31<sup>st</sup> 2019</i>	<i>August 1 – 16, 2019</i>	<i>August 17 - September 6, 2019</i>
<b>Standard</b> per person	US\$ 450.00	US\$ 550.00	US\$ 700.00
<b>Young Lawyers *</b>	US\$450.00		
<b>Accompanying persons**</b>	US\$150.00		

**\*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 6<sup>th</sup> September 2019.**

### ▪ **Registration Fee includes: -**

- ❖ Attendance at the 16<sup>th</sup> Regional Law Conference sessions.
- ❖ Printed material of the Conference
- ❖ Access to the Law Book Exhibition where Law books will be on sale at greatly reduced prices.
- ❖ Lunch at the Law Conference.
- ❖ Invitation to the Welcome Reception on 13<sup>th</sup> September 2019
- ❖ Gala Dinner on 14<sup>th</sup> September 2019.
- ❖ Attendance at JEI & OECS Bar Association's Joint Symposium.
- ❖ Coffee Breaks

**\*\*Accompanying person(s) fees include Invitation to Welcome Reception on 13<sup>th</sup> September 2019 and Gala Dinner on 14<sup>th</sup> September 2019. Accompanied persons must NOT attend the Law Conference Sessions or the Law Book Exhibition and may not partake of refreshments or lunch at the Law Conference.**

### METHODS OF PAYMENT:

- Bank draft in US dollars made payable to “**OECS Bar Association**” should be sent with Registration Form to the address above; **OR**
- The registration fee should be paid via direct debit 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:-

**Payment Bank** Wells Fargo Bank, New York, USA

SWIFT Code: PNBPUS3NNYC  
 ABA Code: **026005092**

**Beneficiary Bank:** CIBC FirstCaribbean International Bank,  
 PO Box 42, The Circus  
 Basseterre  
 St. Kitts

SWIFT Code: FCIBKNSK

Beneficiary: OECS Bar Association  
 Account # 107043585

**Please ensure that all bank charges are added before payment is remitted. FCIB's current bank charges total US\$10.00.**

**Bank Addresses for Wire:**

Postal Address	Physical Address
<b>CIBC FIRSTCARIBBEAN INTERNATIONAL BANK</b> P O Box 42 The Circus, Basseterre, St. Kitts	<b>CIBC FIRSTCARIBBEAN INTERNATIONAL BANK</b> St. Kitts Branch The Circus, Basseterre, St. Kitts
<b>OECS Bar Association</b> PO Box 1200, Unit 5, Long Stone House, Main Street, Charlestown, Nevis	<b>OECS Bar Association</b> Unit 5, Long Stone House, Main Street, Charlestown, Nevis
<b>Wells Fargo Bank, N.A.</b> 420 Montgomery Street, San Francisco, CA 94104	<b>Wells Fargo Bank</b> 420 Montgomery Street, San Francisco, CA 94104

- 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 16<sup>th</sup> Regional Law Conference 2019**” 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 30<sup>th</sup> August 2019 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 **30<sup>th</sup> August 2019** no refunds can be made for registration fees but a substitute delegate may be nominated up to **Friday 6<sup>th</sup> September 2019**. 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 Flamboyant Room and will be open from 8:00 am on the **13<sup>th</sup> September 2019** 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 16<sup>th</sup> Regional Law Conference, the Law Book Exhibition, and entitles you to lunch and refreshments on the **13<sup>th</sup> September 2019** as well as access to the Welcome Cocktail on the evening of the **13<sup>th</sup> September 2019**.

**A****Registration Fees for the 16th Regional Law Conference 2019**

	<i>On or before July 31<sup>st</sup> 2019</i>	<i>August 1 – 16, 2019</i>	<i>August 17<sup>t</sup> - September 6<sup>th</sup> 2019</i>
<b>Standard</b>	<b>US\$ 450.00</b>	<b>US\$ 550.00</b>	<b>US\$ 700.00</b>
<i>Young Lawyers **</i>	<i>US\$450.00</i>		
<b>Accompanying persons***</b>	<b>US\$150.00</b>		

<b>Total Registration fee</b>	<b>US\$</b>
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**B**

<i>Social Functions</i>	<i>Cost</i>	<i>Amount payable</i>
WELCOME COCKTAIL	Inclusive in Registration Fee	*****
GALA DINNER	Inclusive in Registration Fee	*****
SOCIAL ISLAND EVENT Contribution	<b>US\$20.00</b>	US\$20.00
	<b>Total Social Functions</b>	<b>US\$20.00</b>

**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: