

**TRAINING BOOKING FORM**

Name: \_\_\_\_\_ Company Name: \_\_\_\_\_

Designation: \_\_\_\_\_ Company Address: \_\_\_\_\_

Email Address: \_\_\_\_\_

Tel. Number: \_\_\_\_\_ Company VAT number: \_\_\_\_\_

Cellphone Number \_\_\_\_\_

Training Course: \_\_\_\_\_

Training Fee: \_\_\_\_\_ Training dates: \_\_\_\_\_

How did you hear about this training? \_\_\_\_\_

Additional information/Special Dietary \_\_\_\_\_

If parking is required, please provide the following details:

Registration number, make and colour of vehicle \_\_\_\_\_

The information (including personal information) supplied by me on this Registration Form will be retained by the JSE Limited ("JSE"). I understand and acknowledge that the information may be used by the JSE for marketing purposes in relation to investor and financial market education and that I may be contacted with details of future events and courses organised or promoted by the JSE that may be of interest to be and I consent to the use of such information for this purpose.

If you do not wish to receive such further information or be contacted, please tick this box

**Agreement to Terms and Conditions**

I have read, understood and agree to the Terms and Conditions attached hereto. I am aware that it is my responsibility to contact the JSE Academy if I do not receive an acknowledgement to this booking.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



## **JSE ACADEMY - Terms and Conditions**

### **Confirmation of booking**

Written confirmation of the booking, including instructions, such as: the name, date and time of the course; general information about the course programme; details of the venue (including travel directions, map, parking arrangements) and any catering arrangements will be confirmed by an e-mail from the JSE Academy at least 5 (five) working days prior to the course start date.

The training registration form must be received by the JSE Academy, a division of JSE Limited ("JSE") in advance of the course start date and submitted to the JSE Academy at [companyservices@jse.co.za](mailto:companyservices@jse.co.za). All registrations are subject to the JSE's privacy policy and the terms and conditions listed herein.

### **Payment**

The course fees include all training documentation supplied by the JSE Academy to the participants in relation to the course. Once your registration has been confirmed, the JSE Academy will issue you with an invoice. Full payment of the course fees must be received by the JSE Academy within 5 (five) working days after receipt of such invoice (or such later date as may be agreed by the JSE) and in event by no later than 5 (five) working days before the course start date. If the course fees are not received by the JSE Academy by the stipulated date, your registration will be cancelled.

### **Cancellation**

Substitutions for your attendance at a course may be made, however you must notify the JSE Academy of such changes as soon as reasonably possible in advance of the course start date. Cancellations must be made in writing (e-mail) to the JSE Academy at [companyservices@jse.co.za](mailto:companyservices@jse.co.za). If you cancel more than 30 (thirty) working days prior to the course start date, you will receive a refund equal to 50 % of the course fee. No refund will be given for cancellations received less than 30 (thirty) working days before the course start date and in the event that you are unable to substitute your attendance at a course. The JSE Academy reserves the right to change or cancel the course or any part of its published programme due to unforeseen circumstances (including the reasonable unavailability of course facilitator) or if the required minimum number of participants for a course is not met, and in such event, the JSE Academy will use reasonable endeavours to contact you and reschedule the course for an appropriate, alternative date, if possible. The above wording limits and excludes obligations, liabilities and legal responsibilities of the JSE, and also limits and excludes your rights and remedies and places various risks, liabilities, obligations and legal responsibilities on you.

### **Data Protection and Privacy**

The information provided by you on the registration form will be used by the JSE and/or any of its service providers and/or agents, for the purposes of providing you with the training services that you have ordered in terms of the registration form and the terms and conditions herein. You agree that the JSE may put the names and other personal details obtained pursuant to the registration form ("Data") into an electronic directory and may process (as this term is defined in the South African Protection of Personal Information Act, No. 4 of 2013, as amended ("POPI Act") such data to the extent necessary to carry out its obligations hereunder. The JSE undertakes to comply with all applicable data protection laws and regulations pertaining to the Data, including, but not limited to the POPI Act ("Data Protection Legislation"). You expressly consent to the Data being exported to a location outside the South African area in the event of service providers and/or agents requiring same and to the use of that Data in this manner. You warrant and undertake that you shall procure that any individual to whom such Data relates has consented to the processing of its/his/her data by the JSE in the manner described herein. You indemnify and hold harmless the JSE from and against all claims and all losses arising out of or in connection with any claim made or instituted against the JSE pursuant to a failure by you to obtain the consent of any individual to whom such Data relates for the disclosure of that individual's data and/or a failure to comply with all Data Protection Legislation. The above wording limits and excludes obligations, liabilities and legal responsibilities of the JSE, and also limits and excludes your rights and remedies and places various risks, liabilities, obligations and legal responsibilities on you.

### **Liability**

The JSE endeavours to ensure the accuracy and relevance of the course, the training documentation included and available on the course, but because of the possibility of human and mechanical error as well as other factors, to the extent allowed by law, the JSE does not, whether expressly, tacitly or implicitly, represent, warrant or in any way guarantee the availability, truth, accuracy, completeness or reliability of such information or that it is always up to date. In the circumstances, and to the extent allowed by law, neither the JSE, nor any of its directors, officers, employees, contractors, agents or representatives are liable in any way for any loss or damages as a result of the use of or reliance on information provided on the course. The above wording limits and excludes obligations, liabilities and legal responsibilities of the JSE, and also limits and excludes your rights and remedies and places various risks, liabilities, obligations and legal responsibilities on you.

### **Intellectual Property rights**

You agree that all intellectual property rights held in all training documentation supplied by JSE to you in relation to the course is and shall remain the property of the JSE and any copying or distribution in any form of the course content and/or any training documentation is strictly prohibited. You shall not any time use the name, logo or trademark of the JSE without the written consent of the JSE.

### **Non-Endorsement**

By using a service provider to offer the courses, the JSE does not directly or indirectly endorse any product or service provided, or to be provided by the service provider.