



**17<sup>th</sup> SADC Lawyers' Association  
Annual Conference and General Meeting**

**Promoting the harmonisation of trade and investment laws and  
legal practice standards for regional development and effective integration in SADC**



**REGISTRATION INFORMATION**

CapeTownInternationalConventionCentre  
Cape Town South Africa  
17 to 19 August 2016

hosted by



## Conference

The SADC Lawyers' Association (SADCLA) and the Law Society of South Africa (LSSA) are proud to announce the 17<sup>th</sup> SADCLA Annual Conference and General Meeting (ACGM).

The ACGM will be held at the Cape Town International Convention Centre (CTICC) in Cape Town, South Africa from 17 to 19 August 2016. The profession has been honoured by the former President of the Republic of Botswana, His Excellency Festus Mogae, who has agreed to deliver the keynote speech on the theme of the conference. Former President Mogae is a world-renowned economist and therefore participants can expect interesting and thought-provoking perspectives on the issue of trade and investment in the SADC region.

Delegates will arrive on the 16 or 17 August and depart on 20 August 2016.

### Programme overview

#### Wednesday, 17 August 2016

18:30 Welcome cocktail function

Registration required. Access will be only for delegates who have registered for the welcome function.

#### Thursday, 18 August 2016

07:30 Registration

##### **09:00 Opening session Auditorium 2**

09:15 Opening address

10:30 Refreshment break

**11:00 Plenary session** Keynote speaker: His Excellency Former President of Botswana, Festus Mogae

13:00 Lunch

##### **14:00 Stream 1 Auditorium 2**

Environmental challenges: Wildlife poaching

##### **Stream 2 Ballroom West**

Developments in commercial arbitration

#### Friday, 19 August 2016

##### **09:00 Plenary session Auditorium 2**

Economic protection and the role of African multilateral institutions (NEPAD, SADC and AU)

The impact of economic partnership agreements (EPAs) and regional integration processes in SADC

11:00 Refreshment break

##### **11:30 Stream 1 Auditorium 2**

Finding a balance between the free movement of persons (immigrants, asylum seekers, migrants) and combatting human trafficking

##### **Stream 2 Ballroom West**

The appointment of judicial officers  
How selection processes contribute towards independent, impartial and accountable judiciaries (Session sponsored by the Democratic Governance & Rights Unit (UCT))

13:00 Lunch

##### **14:00 Networking marketplace session**

Ballroom East

##### **SADCLA Council AGM Auditorium 2**

##### **16:00 Plenary session Auditorium 2**

Conference and AGM resolutions

##### **19:00 Closing gala dinner** Ballroom, CTICC

## Registration

### Registration fees (US\$)

Delegates from the SADC region	\$400
SADC Lawyers' Association individual members* who are up to date with their annual subscriptions	\$300
South African legal practitioners	\$342 (VAT incl)
Delegates who wish to attend the welcome cocktail function ** on 17 August must pay an additional	\$25

The above rates are applicable until 31 July 2016. From 1 August 2016 until 12 August 2016, a late payment registration fee of \$450 will apply to all and without regard to the registration fee categories above. No registrations will be accepted after 12 August 2016.

\* An individual member of the SADCLA is a lawyer who has subscribed for membership to the SADCLA as an individual and outside of the institutional membership of their Law Society/Bar Association.

\*\* The venue for the welcome cocktail function can accommodate only 250 delegates and places will be allocated on a first-come-first-served basis as payments are received.

The conference fee covers the closing gala dinner, lunch and refreshments during the conference, conference bags and other materials. The registration fee does not include accommodation, meals (other than those indicated above), extramural activities and airport transfers.

Registration fees for delegates must be paid directly into the conference account (details below). Once the registration amount has been paid, delegates can proceed to the online registration or complete the manual registration form. Proof of payment must accompany registration as registration will not be confirmed until proof of payment has been received by the conference secretariat.

### Conference account

Bank: First National Bank  
Account name: Law Society of South Africa (LSSA:SADC)  
Account number: 62609906815  
Branch code: 251-445  
Swift code: FIRZAJJ  
FNB address: FNB Menlyn Place, 5th Floor, 87 Frikkie de Beer Street  
PO Box 571, Menlyn Park, Retail Park 0181  
Proof of payment must be e-mailed to [prudence@sadcla.org](mailto:prudence@sadcla.org) and [LSSA@LSSA.org.za](mailto:LSSA@LSSA.org.za) or faxed to +27 (12) 362 0969.

### Refund of registration fees

The registration fees for the conference or part thereof may be refunded, provided the following cancellation deadlines are met:

- For cancellation received before 30 June 2016: a 100% refund will be effected but the registrant will meet any applicable bank fees in the event that the refund is processed through a bank account.
- For cancellation received between 1 July and 31 July 2016: a 50% refund will be effected and the registrant will pay all applicable bank fees.
- For cancellations received after 31 July 2016: the full registration fee will be retained by the organisers.

## Accommodation

<b>A limited number of rooms have been reserved at the indicated rates at the hotels listed below.                      The rates are valid for reservations only until 17 July and may not be available after this date.</b>		
Hotel	Distance from CTICC/ Transport	Rate Please quote relevant block confirmation number when booking.
<b>5 Star</b>		
Hilton Hotel	1.6 km Own arrangements	Discounted rates offered to guests who are Hilton Club members with loyalty cards.
<b>4 Star</b>		
Harbour Bridge Hotel and Suites (AHA) <a href="http://aha.co.za/harbourbridge/">http://aha.co.za/harbourbridge/</a>	0.5 km Walking distance to CTICC - 5 minutes	Luxury room: single R1 545 double R1 710 Luxury suite: single R2 130 double R2 295 Rates include bed and breakfast. Booking ref: 193700. E-mail: Roomsdiv@harbourbridgehotel.co.za
Adderley Hotel (AHA) <a href="http://aha.co.za/adderley/">http://aha.co.za/adderley/</a> Tel: +27 (0) 21 434 8448	1.5 km - Shuttle to V&A will stop at CTICC at scheduled times	Luxury suite: single R 1 440 double R1 605 Rates include bed and breakfast. Booking ref: 145983. E-mail: reservations@adderleyhotel.co.za
SouthernSun Cape Sun <a href="https://www.tsogosun.com/southern-sun-cape-sun">https://www.tsogosun.com/southern-sun-cape-sun</a> Tel: +27 (21) 488 5100	1 km Walking distance to CTICC -12 minutes	Standard room single R1 395 double R1 595 Rates include bed and breakfast. Booking ref: 3725942 (TsogoSun form attached) Fax booking form to Janice Southgate: +27 (21) 488 5798 or e-mail: janice.southgate@tsogosun.com
SouthernSun The Cullinan <a href="https://www.tsogosun.com/the-cullinan">https://www.tsogosun.com/the-cullinan</a> Tel: +27 (21) 461 9744	0.2 km Walking distance to CTICC	Standard room single R1 795 double R1 995 Rates include bed and breakfast. Booking ref: 3725942 (TsogoSun form attached) Fax booking form to Janice Southgate: +27 (21) 488 5798 or e-mail: janice.southgate@tsogosun.com
Southern Sun Waterfront <a href="https://www.tsogosun.com/southern-sun-waterfront-cape-town">https://www.tsogosun.com/southern-sun-waterfront-cape-town</a> Tel: +27 (21) 409 4000	0.3 km Walking distance to CTICC	Standard room single R1 595 double R1 795 Rates include bed and breakfast. Booking ref: 3725942 (TsogoSun form attached) Fax booking form to Janice Southgate: +27 (21) 488 5798 or e-mail: janice.southgate@tsogosun.com
Park Inn by Radisson <a href="http://www.parkinn.com/hotel-capetown">http://www.parkinn.com/hotel-capetown</a> Tel: +27 (21) 427 4815	0.5 km Walking distance to CTICC	Standard room: single R1 350 double R1 470 Superior room: single R1 500 double R1 620 Rates include bed and breakfast. Booking ref: 1289471 (Park Inn form attached) E-mail: info.Capetown@rezidorparkinn.com
Townhouse Hotel <a href="http://www.townhouse.co.za/">http://www.townhouse.co.za/</a> Tel: +27 (21) 465 7050	3 km Own arrangements	Deluxe room single R1 295 double R1 663 Rates include bed and breakfast. Ref: SADCLA conference E-mail: hotel@townhouse.co.za
<b>3 Star</b>		
Inn on the Square (AHA) <a href="http://aha.co.za/innonthesquare/">http://aha.co.za/innonthesquare/</a> Tel (Int): +27 (21) 423 2050	1.5 km Shuttle to V&A will stop at the CTICC at scheduled times	Standard room: single R1 390 double R 1 555 Family room: single R1 770 double R1 935 Rates include bed and breakfast. Booking ref: 871001. E-mail: reservations@innonthesquare.co.za

There are many other hotels in Cape Town.  
Cape Town official tourism website:  
<http://www.capetown.travel/>

## Other information

### Airport transfers

Delegates must make their own arrangements for transfers between the airport and the hotels. All the recommended hotels provide airport transfers for a fee.

Uber is available in Cape Town.

Alternatively contact Airport Shuttle:

E-mail: [airportshuttlecapetown@yahoo.com](mailto:airportshuttlecapetown@yahoo.com)

Mobile: +27 (0)82 360 9956 (Shahieda)

### Excursions

A travel desk by Cape Capers Tours will be available at the conference venue. Prior arrangements can be made direct with Cape Capers Tours: [www.tourcapers.co.za](http://www.tourcapers.co.za)

### Currency

The national currency of South Africa is the South African Rand. The exchange rate against the US Dollar is approximately 15:1 (as at May 2016).

### Immigration

#### **SADC countries which do not require visas:**

Botswana, Lesotho, Malawi, Mozambique, Namibia, Tanzania, Swaziland, Zambia, Zimbabwe, Seychelles

#### **SADC countries which require visas:**

DRC, Angola, Madagascar, Mauritius

Delegates requiring assistance with visa letters must contact the SADCLA and the LSSA contact persons whose details are given below. Visa letters will be issued only once registration fees have been paid.

### The SADC Lawyers Association

The SADC Lawyers Association is the representative body of lawyers, law societies and bar associations in the 15 member SADC region. Formed in 1999 at an inaugural meeting of lawyers in the SADC Region that was held in Maputo, Mozambique, the mission of the Association is to uphold and defend the rule of law without fear or favour. At its formation, the headquarters of the Association was located in South Africa and hosted by the Law Society of South Africa. In 2003, the office relocated to Botswana and was registered in that country under the Societies Act in April of 2003. The office of the Association was moved from Gaborone, Botswana to Pretoria, South Africa on the 17th of March 2011 following a resolution by the 2009 Annual General Meeting held in Livingstone, Zambia to relocate the office.

### The Law Society of South Africa

The Law Society of South Africa (LSSA) brings together its six constituent members - the Black Lawyers Association, the Cape Law Society, the KwaZulu-Natal Law Society, the Law Society of the Free State, the Law Society of the Northern Provinces and the National Association of Democratic Lawyers - in representing 24 000 practising attorneys and 5 000 candidate attorneys in South Africa.

The LSSA has been proud to be member of the SADCLA since the inception of the SADCLA.

The LSSA is represented on the council of the SADCLA by Max Boqwana and Noxolo Maduba.

## CONTACT INFORMATION

### SADC LAWYERS' ASSOCIATION

Mrs Prudence Mabena

E-mail: [prudence@sadcla.org](mailto:prudence@sadcla.org)

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Mrs Zanele Bhebhe

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Switchboard: +27 (12) 366 8800

[www.sadcla.org](http://www.sadcla.org) [www.LSSA.org.za](http://www.LSSA.org.za)

### LAW SOCIETY OF SOUTH AFRICA

Ms Barbara Whittle

E-mail: [barbara@LSSA.org.za](mailto:barbara@LSSA.org.za)

Direct: +27 (12) 366 8809

Mr Tony Pillay

E-mail: [tony@LSSA.org.za](mailto:tony@LSSA.org.za)

Direct: +27 (12) 366 8834

**H O T E L R E S E R V A T I O N**

Special room rates for the attendees of the **SADCLA Conference** have been negotiated. To take advantage of these rates and ensure your accommodation at the hotel, reservations should be made by completing this booking form and faxing it directly to Janice Southgate on 021 488 5798 by **17 July 2016** reservations received after this date or after the group block has been filled, will be acceptable on a room available basis only. **Booking ref: 3725942**

Title: ..... Last name: ..... First name: .....  
 (Sharing with) Title: ..... Last name ..... First name: .....  
 Passport/ ID number: .....  
 Company: ..... City: ..... State: .....  
 Address: .....  
 .....  
 Postal Code: ..... Country: .....  
 Tel (including int. dialling code and area code): ..... Fax: .....  
 Email: .....

**PLEASE NOTE THAT DUE TO NEW LEGISLATION – PASSPORT OR IDENTITY DOCUMENT NUMBERS AS WELL AS ADDRESSES MUST BE PROVIDED**

**PLEASE RESERVE FOR ME THE FOLLOWING MARKED WITH A CROSS**

**SOUTHERN SUN THE CULLINAN**

Standard Rooms: R1795.00 **Single** Bed and Breakfast)  R 1995.00 (**Double** Bed and Breakfast)   
 Occupancy: SINGLE  DOUBLE  SMOKING  NON-SMOKING

**SOUTHERN SUN WATERFRONT**

Standard Rooms: R1595.00 **Single** Bed and Breakfast)  R 1795.00 (**Double** Bed and Breakfast)   
 Occupancy: SINGLE  DOUBLE  SMOKING  NON-SMOKING

**SOUTHERN SUN CAPE SUN**

Standard Rooms: R1395.00 **Single** Bed and Breakfast)  R 1595.00 (**Double** Bed and Breakfast)   
 Occupancy: SINGLE  DOUBLE  SMOKING  NON-SMOKING

Arrival date: ..... Time: ..... Departure date: .....

Airport transport: YES  NO X (R..... per person one way subject to change)

Arrival date: ..... Arrival time: ..... Airline and Flight number: .....

All fees are in South African Rand. Rates are inclusive of 14% VAT, but exclude any National or Provincial Tourism or other Levies that may be inquired by Legislation from time to time. Rate does not include the SA Tourism levy currently 1% of on Accommodation.

**RESERVATIONS MUST BE GUARANTEED WITH A MAJOR CREDIT CARD – PERSONAL OR COMPANY CHEQUES WILL NOT BE ACCEPTED ON CHECK-IN**

I guarantee my room with: MASTER CARD  VISA  DINERS  AMERICAN EXPRESS

Card Number: 

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Expiry Date: 

M	M	Y	Y
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 CVC No. (Last 3 digits on back) 

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 Signature \_\_\_\_\_

**TERMS AND CONDITIONS**

1. 50% non refundable deposit is required once booking form has been received. The balance is required 30days prior to the event.
2. Please note that we do not debit personalised credit cards unless the card and card holder is present. The credit card will serve as a guarantee only, until we have received the deposit via bank transfer.
3. Should the booking be cancelled 30 days prior to arrival the full amount will be non refundable. **(Note: NO Personal cheques will be accepted)**
4. Check in time is 14h00 & check out time is 11h00. Please ensure prior arrangements are made in the event of early or late departures.
5. All no-show accommodation will be liable for full cancellation fees
6. **The Bank Details appear on your booking quote**

Hotel	: Park Inn by Radisson Cape Town Foreshore
Booking reference	: 1289471
Contact Agent	: info.capetown@rezidorparkinn.com
Guest Name	: _____
Title	: <input type="checkbox"/> Mr <input type="checkbox"/> Ms <input type="checkbox"/> Mrs <input type="checkbox"/> Dr <input type="checkbox"/> Prof
Guest Email	: _____
Guest Contact No	: _____
Guest Address	: _____ : _____
Country	: _____ Postal Code: _____
Arrival Date	: _____
Departure Date	: _____
Check in time	: 2pm
Check Out time	: 11am
Room type	Standard Single @ R1350 per night <input type="checkbox"/> Standard Double @ R1470 per night <input type="checkbox"/>  Superior Single @ R1500 per night <input type="checkbox"/> Superior Double @ R1620 per night <input type="checkbox"/>  Upgrades available from R150 per room per night, please request at time of booking  The above rates are per room / per night, all rates include breakfast and VAT but exclude 1% tourism levy
Special Requirements	: _____

**Additional Information**

Airport transfers can be arranged through the hotel, should you wish to book a transfer, please supply the below details:

Flight Details	_____
Estimate Arrival Time	_____
Number of pax	_____

