DATE: 12 November 2014
Venue: Safari Hotel, Windhoek, Namibia

Registration Form
Exhibitor’s Registration Form
Exhibition Information Package
REGISTRATION FORM

PARTICIPATING DELEGATE:

Title:.................................................................Surname:...........................................................................

First names:........................................................................................................................................
(name to appear on badge)

Job Title:............................................................................................................................................

E-mail:................................................................................................................................................

Full Postal Address:..............................................................................................................................

City:.................................................. Region:........................................ Country:........................................

Telephone Code:(..............)..............................................................................................................

Special needs:..................................................................................................................................

Special diet:........................................................................................................................................

REGISTRATION FEE: N$ 750.00

Only bank deposits will be accepted.

Please send a copy of the bank deposit receipt via fax at +264 61 415 430 or via e-mail: info@pan.org.na.

First National Bank Namibia

Account type: Call Account

Branch Code: 281174

Account No. 62252484359

SWIFT Code: FIRNNANX

Please indicate your name, surname and company on the deposit slip for the purpose of registration.

Signature: ______________________________ Date: ______________________________

Your registration will be processed once receipt of payment is received.

Terms and Conditions Apply.

DEADLINE: Friday, 7 NOVEMBER 2014
PARTICIPATING ORGANISATION:

Name: .....................................................................................................................................................

Contact Person: .....................................................................................................................................

Contact Details: (Tel) .................................................................................................................................

E-mail: .......................................................................................................................................................

Full Postal Address: ...................................................................................................................................

City: .........................................................................................................................................................

Region: .....................................................................................................................................................

Country: ....................................................................................................................................................

Bank: First National Bank
Acc no: 6224 2168 567
Branch: SME
Code: 282 272
Reference: PAN-EX_Quote Number

Stand Size and Cost
Size = 3x3 m
Cost = N$ 6 925 - 00
(VAT Inclusive)

Banking Details

E-mail your registration form and proof of payment to: admin@spacedimensions.com.na

TERMS & CONDITIONS

The full amount is payable to secure your booking. Stands will be allocated on a first - come, first - pay basis.
No refund will be given for cancelled stands. The terms and conditions as specified on the Exhibition Information package.

For more information contact us on:
Tel: +264 61 402 757 • Cell: 081 28 12345 • Email: admin@spacedimensions.com.na

Signature: ___________________________ Date: ___________________________
Enhancing the National Payment System in Namibia

EXHIBITION INFORMATION PACK

For more information:

Cell: +264 (0) 81 845 8444
LandLine: + 264 61 402 757
Fax: + 264 88 638 121
E-mail: admin@spacedimensions.com.na
Trift Towers, Trift Street Shop No.3. Windhoek CBD, Namibia
About PAN

PAN has shaped its future to align the Association with the tremendous changes taking place in the payments landscape.

VISION
To be a guardian of the safe and reliable National Payment System (NPS) that conforms to international standards.

MISSION
To maintain a world-class payment system that meets domestic, regional and international requirements.

PURPOSE
To manage and regulate fairly, equitably and transparently the participation, innovation and development of the NPS and its stakeholders, for the benefits of the Namibian nation.

MEMBERSHIP
All members of PAN are defined in the Payment System Management Act, 2003 (Act No18 of 2003), as amended. Currently the member of PAN include the Bank of Namibia, First National Bank of Namibia, Standard Bank Namibia, Bank Windhoek, Nedbank Namibia and SME Bank Limited.

THE NATIONAL PAYMENT SYSTEM

The National Payment System comprises modern infrastructure to transfer money between customers, suppliers, merchants, banking institutions and countries including the use of payments, such as cards, cheques and EFT electronic payments.

The PAN Management Council provides the vision to ensure that risks in the National Payment System are adequately addressed through regulatory and mitigating measures to safeguard the integrity of the system. The interdependencies between service providers and banking institution with in the industry are adequately managed, while proper coordination among all stakeholders in the payment system is achieved through collaborative activities to ensure an efficient, safe and reliable national payment system. We continue to strive towards wider participation, innovation and development of the National Payment System to the ultimate benefit of the Namibian nation.
This document is about the 1st Annual Payments Conference held on 12 November 2014 at Safari Hotel from 08h00 to 18h30. The event is open to a wide range of job titles, including Heads of Technology, Innovation, Channels and Electronic Services, Heads of Retail Banking, Heads of Cards and Card Centres, Heads of Compliance, Heads of Finance, and Heads of Operations.

Key Topics:
- Trends in global card schemes
- Future of money and payments in Africa
- Interoperability and financial inclusion & role of the regulator
- Combatting financial fraud
- Future of cheques in Namibia
- Role of non-banks in the payment industry

Registration:
- N$ 750.00
- Request Registration forms from: info@pan.org.na
- Closing Date: 7 November 2014

Benefits:
- Break-Away Sessions
- Exhibitions, Tea-Breaks
- Lunch and a Networking Cocktail Event

Who should attend?
- Banks, financial institutions, Retailers, Mobile Operators, Telcos and the government, CEOs/MDs;

This event appeals to a wide range of job titles, such as: Heads of m-Commerce & m-Payments; Heads of Payments; Heads of Innovation and Information Technology; Heads of Channels & Electronic Services; Heads of Retail Banking; Heads of Cards / Card Centres; Heads of Compliance; Heads of Finance; Heads of Operations.
### Exhibition Information

| **Check-in & Registration** | Please submit the list of employees who will be manning your stand.  
| | All stands should be set up on Tuesday 11 November 2014 earlier.  
| | Exhibitors, who do not set up in time will be treated as "No Shows" and stand will be cancelled. No refund will be made. |
| **EXHIBITION UNIT** | **What is included:**  
| | 1 multi-plug  
| | 2 nights (LED – very low in energy use)  
| | Facia names printed in black vinyl |
| **ADDITIONAL** | CUSTOM STANDS -On prior approval approval by organisers ONLY.  
| | All Exhibitors will be required to sign T&Cs Agreement |
| **DO’S & DON'T’S** | No vinyl may be stuck to the panels  
| | All adhesive tape etc used by exhibitors should be removed from the shell scheme by the exhibitors themselves and panels should be in the same condition they received them  
| | No holes may be made in panels  
| | No painting of panels  
| | Basically if the exhibitor damages any of the panels or poles they will be held responsible for this. |
| **BREAKDOWN** | Everything must be removed from the Safari Hotel on the 12th November 2014 after 17H00. This includes all signage - penalties will apply if you do not evacuate completely.  
| | NB: THERE WILL BE LIMITED SECURITY PROVIDED DURING BREAKDOWN. THE ORGANISERS DO NOT TAKE RESPONSIBILITY FOR STOLEN/DAMAGE ITEMS AT THIS TIME. |
## Rates, Payment and Deadline

| STAND RENTAL INFORMATION | The stand size is 3x3 m  
The cost is N$ 6 925 - 00 (VAT Inclusive) |
|--------------------------|------------------------------------------------------------------------------------------------|
| PAYMENT DEADLINE         | • A 50% non-refundable deposit is payable immediately once the stand has been allocated in order to secure your booking request.  
• The balance is payable NO LATER THAN 7th November 2014  
• Full Payment only will confirm your booking.  
• No refund will be given for cancelled stands as per the T&Cs |

## Banking Details

<table>
<thead>
<tr>
<th>Name:</th>
<th>SPACE DIMENSIONS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bank:</td>
<td>First National Bank</td>
</tr>
<tr>
<td>Acc no.:</td>
<td>6224 2168 567</td>
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<tr>
<td>Branch:</td>
<td>SME</td>
</tr>
<tr>
<td>Code:</td>
<td>282 272</td>
</tr>
</tbody>
</table>
Floor Plan

Exhibition Area

- KUISEB 1
- KUISEB 2
- OMATAKO 1
- OMATAKO 2
- KUISEB 3
- OMATAKO 4
- OMATAKO 3

Orientation:
- ENTRANCE
- Exhibition Booths
- R (Registration point)
- T (Toilet)