

AFMA Forum 2026

8–10 September 2026 • Sun City • South Africa

DELEGATE REGISTRATION TERMS AND CONDITIONS

Dear Delegate

You are requested to read the Terms and Conditions. Submission of a delegate registration constitutes full acceptance of these Terms and Conditions.

1. General Terms

- a) The Animal Feed Manufacturers Association (AFMA) reserves the right to decline or cancel any registration that does not comply with these Terms and Conditions.
- b) Registration is confirmed only once full payment has been received and cleared in the AFMA bank account.
- c) Access to the AFMA Forum, including the exhibition, conference sessions, and social events, is strictly limited to fully paid delegates.
- d) AFMA may grant exceptions at its sole discretion. Any exception granted will not constitute a precedent.

2. Payment Terms

- a) All amounts indicated on any AFMA platform exclude VAT unless otherwise stated.
- b) All fees must be paid in full prior to the commencement of the AFMA Forum.
- c) Delegates, sponsors, or exhibitors with outstanding balances will not be permitted to attend the AFMA Forum.
- d) Payments must be made directly to AFMA upon receipt of invoice.
- e) Banking details will be shared on the issued invoice.
- f) All bank charges, including international transfer fees and currency conversion costs, are for the payer's account.

3. Registration Fee Periods

- a) Early Bird Rate: 1 April – 30 April 2026
- b) Standard Rate: 1 May – 31 July 2026
- c) Late Rate: 1 August – 31 August 2026
- d) Early Bird registrations must be paid by the applicable deadline, failing which the Standard or Late Rate will apply.
- e) Standard Rate registrations must be paid by the applicable deadline, failing which the Late Rate will apply.
- f) AFMA reserves the right to adjust fees where payment deadlines are not met.

4. Proof of Payment

- a) Proof of payment must be submitted to: mandy@afma.co.za
- b) Payments must include a clear reference: [Your unique invoice number ONLY]
- c) AFMA will not be responsible for unidentified or incorrectly referenced payments.
- d) Access to the AFMA Forum will only be granted once funds have been cleared and correctly allocated.

5. Registration Deadlines

- a) Online registrations close on 31 August 2026.
- b) AFMA reserves the right to close registrations earlier should venue capacity be reached.

6. Substitutions

- a) Registrations are transferable to another individual who has not yet registered.
- b) Substitution requests must be submitted in writing to office@afma.co.za at least five (5) working days prior to the event.
- c) AFMA reserves the right to approve or decline substitution requests.

7. Sponsor and Exhibitor Registrations

- a) Additional sponsor and exhibitor passes are subject to the same payment and registration conditions as delegate registrations.
- b) Access will only be granted once full payment has been received and cleared.
- c) Additional exhibitor passes are transferable, subject to written notification and approval by AFMA.

8. Cancellations and Refunds

- a) All cancellations must be submitted in writing to: office@afma.co.za
- b) Cancellation Policy:
 - On or before 5 June 2026: Full refund, less a 10% cancellation fee
 - From 6 June – 31 July 2026: 50% refund
 - From: August 2026: No refund
- c) Non-attendance, late arrival, early departure, or failure to obtain travel documentation does not qualify for a refund.
- d) Refunds, if applicable, will be processed within 30 days after the conclusion of the Forum.
- e) Administration fees are non-refundable.

9. Programme Changes and Force Majeure

- a) AFMA reserves the right to amend the programme, speakers, venue, or event format at its discretion.
- b) In circumstances beyond AFMA's control, including but not limited to force majeure events, public health concerns, or government restrictions, AFMA may:

- Postpone or reschedule the event
 - Convert the event to an alternative format
 - Cancel the event if necessary
- c) AFMA shall not be liable for any indirect or consequential costs, including travel and accommodation expenses.

10. Liability

- b) AFMA shall not be liable for:
- Loss, theft, or damage to personal property
 - Personal injury, except where required by law
- c) Total liability, if any, is limited to the registration fee paid by the delegate.
- d) Attendance at the AFMA Forum is at the delegate's own risk.

11. Catering and Dietary Requirements

- a) While AFMA will endeavour to accommodate dietary requirements and limit allergen exposure, it cannot guarantee the complete absence of specific ingredients.
- b) AFMA shall not be liable for:
- Allergic reactions or dietary-related incidents
 - The provision of Halal or Kosher-certified catering

12. Delegate Conduct

- a) Delegates, sponsors, and exhibitors are expected to behave professionally and respectfully at all times.
- b) AFMA reserves the right to refuse admission or remove any individual whose conduct is deemed inappropriate, without refund.
- c) Access to social functions is subject to capacity, safety regulations, and programme changes.

13. Delegate Consent and Data Protection

- a) By registering, delegates (including sponsors and exhibitors) consent to the processing and storing of their personal information for the purposes of:
- AFMA Forum event administration
 - AFMA Forum-related communications
- b) All personal information will be handled in accordance with POPIA and other applicable data protection legislation.
- c) Delegates agree to receive essential communications related to the Forum.

14. Photography and Media Exposure

- a) The AFMA Forum will be photographed, video and audio recorded.
- b) By attending, delegates, sponsors and exhibitors grant AFMA the right to use images, video, and recordings for promotional, reporting, and archival purposes.
- c) Delegates acknowledge that other attendees, sponsors, and exhibitors may take photographs or videos and publish them on public platforms.
- d) AFMA has no control over such third-party content and accepts no responsibility for its use or distribution.

15. CPD and Certification

- a) CPD certificates will only be issued to delegates who:
 - Attend the required sessions
 - Have fully settled all registration fees

16. Governing Law

- a) These Terms and Conditions are governed by the laws of the Republic of South Africa.

17. Acceptance

- a) By submitting this registration, you confirm that you have read, understood, and agree to all the above Terms and Conditions.

End.