



CARIBBEAN ASSOCIATION OF JUDICIAL OFFICERS

**5th Biennial Conference – Willemstad, CURACAO
September 28 – 30, 2017
CONFERENCE REGISTRATION**

Please enter details below headings

First Name	Middle Initial	Last Name
Name as it would appear on badge		
Position/Title	Court/Organisation/Tribunal	
Address		
Town	City	Country
<input type="checkbox"/> PRIMARY CONTACT: Phone Number with Country Code (Work) Fax Number with Country Code (Work) Email address.	<input type="checkbox"/> SECONDARY CONTACT: Phone Number with Country Code (Home) Phone Number with Country Code (Mobile) Email Address	
Emergency Contact Name	Emergency Contact Phone Number	
Special Needs: If you have a special dietary need please indicate <input type="checkbox"/> Vegetarian <input type="checkbox"/> Pork- free <input type="checkbox"/> Diabetic <input type="checkbox"/> Others, please specify		
CONFERENCE REGISTRATION FEES		
CATEGORY	FEE	AMOUNT
Early Bird	(valid until July 15, 2017) <input type="checkbox"/> USD 450.00	
Regular	<input type="checkbox"/> USD 500.00	
Presenter	<input type="checkbox"/> USD 425.00	
Groups of 5 or more	<input type="checkbox"/> USD 450.00 per person	
Retired Judicial Officers	<input type="checkbox"/> USD 450.00	
Accompanying Guest	<input type="checkbox"/> USD 100.00	

CAJO MEMBERSHIP FEE		
<input type="checkbox"/> I wish to become a member of the Caribbean Association of Judicial Officers	<input type="checkbox"/> USD100 (1 yr membership fee) <input type="checkbox"/> USD200 (2 yr membership fee)	
All payments can be made via one of the following means:		
1. Credit Card (Visa or Mastercard) – for online transactions only		
2. Bank Telegraphic Transfer – (see attached for transfer instructions). Please email the telegraphic transfer advice from the bank to: info@thecajo.org All bank charges associated with this payment mode are to be borne by the participant.		
3. United States Dollar draft or a Trinidad and Tobago Dollar draft/cheque made payable to the Caribbean Court of Justice – CAJO.		
4. Cash: USD/TTD/ANG payable at the office of the Caribbean Court of Justice, 134 Henry Street, Port of Spain, Trinidad and Tobago prior to 25 th September or at the Conference site on 27 th September between 3PM – 6PM and the 28 th September between 7:00PM and 8:15PM Please note that the exchange rate to be used will be the rate at the date and time of the transaction.		

REGISTRATION ENTITLEMENT

The above registration entitles the participating registrant to the following:

- Attendance and participation in all sessions
- Provision of lunch on Thursday 28th and Friday 29th September
- Attendance at the Opening Ceremony
- Any Papers available for delivery
- Social functions organised for participants

Accompanying Guests shall be entitled to:

- Attendance at the Opening Ceremony
- Provision of lunch on Thursday 28th and Friday 29th September
- Social functions organised for participants

Please note that registrants and accompanying guests are responsible for their own accommodation and transportation to and from the hotel for the duration of the conference.

Registration Contact – CAJO 2017 Organizing Committee

c/o Caribbean Court of Justice, 134 Henry Street, Port of Spain
The Republic of Trinidad and Tobago

Telephone: 1-(868) 623 2225 exts. 2225 / 3234

Fax: 1-(868) 624 5071

Email: registration@thecajo.org

CANCELLATION POLICY - (PLEASE NOTE THAT THIS POLICY IS PRESENTLY BEING REVISED)

Offline Transactions (bank transfer payment, cheque, or cash payments)

Participants are entitled to refunds along the following cancellation schedule:

*** Cancellations received **on or before August 23rd 2017- 50% fees**

*** **No refunds will be issued after August 23rd 2017**

All cancellations must be communicated in writing to the CAJO 2017 Organizing Committee via email or fax.

SUBSTITUTIONS

Individual registration is transferable to another person from within the same organisation. This will then require the substitute registrant complete a registration form available from the CAJO 2017 Organizing Committee.

CONFERENCE PROGRAMME

The conference programme, topics and themes are subject to change.

CONFERENCE VENUE

The 5th Biennial Conference of the Caribbean Association of Judicial Officers will be held at the **Renaissance Hotel**, Baden Powelweg 1, Willemstad, 97223, Curaçao, Netherlands Antilles [+ Google Map](#)

Phone: +599 9 435 5000

Website: <http://renaissancecuracao-resort.h-rez.com>

The Renaissance Curaçao Resort & Casino is ideally located within the Dutch Caribbean city of Willemstad. The resort offers 237 rooms and suites and a range of on-site restaurants, inviting lounges and bustling bars. The hotel is adjacent to the historic Rif Fort and, during downtime, guests can take advantage of the Infinity Beach Club. This second story oasis provides an elevated saltwater beach experience next to the freshwater infinity pool.

Room Rates

Special rates have been negotiated for the attendees of the 5th Biennial CAJO Conference. Single/Double Occupancy – US\$141 plus taxes of 24.12% per night

*** Please note that the rate does not include meals.**

Booking Information

We expect a large number of attendees and encourage you to book your hotel room early. Access the special group rate for CAJO attendees by calling the hotel or downloading the booking form at <http://thecajo.org/cajo/wp-content/uploads/2017/04/Reservation-Form-Caribbean-Association-of-Judicial-Officers-Conference-Sep2017.pdf>.

U. S. DOLLARS ROUTING INSTRUCTIONS 3RD PARTY CUSTOMER TRANSFER

INSTRUCTIONS TO REMIT FUNDS

TO REPUBLIC BANK LIMITED VIA SWIFT MT103

INTERMEDIARY BANK	FW 026 009 593
(PAY THRU BANK)	BANK OF AMERICA
100 WEST 33RD STREET	
NEW YORK	
NEW YORK 10001	
USA	

SWIFT ADDRESS: BOFAUS3N

ACCOUNT WITH INSTITUTION	ACCOUNT NO: 65503 52163
REPUBLIC BANK LIMITED	
PORT OF SPAIN	

SWIFT ADDRESS: RBNKTPX

ACCOUNT NO.	000.213.059.961 (USD)
BENEFICIARY CUSTOMER	CARIBBEAN COURT OF JUSTICE - CAJO
134 HENRY STREET	
PORT OF SPAIN	

DETAILS OF PAYMENT

Provide Details E.G.

Reference No.

Invoice No. Etc