



The Ministry of Works,  
Tanzania



The Ministry of Infrastructure,  
Communications and Transportation,  
Zanzibar, Tanzania



Tanzania Transportation  
Technology Transfer  
(TanT<sup>2</sup>) Centre



Tanzania Roads Association  
(TARA)

## Africa Regional Seminar and Workshop on Public Private Partnerships and EPC+F for the Road and Transport Sector Stakeholders; Madinat Al Bahr Hotel, Zanzibar, Tanzania, 13<sup>th</sup> – 17<sup>th</sup> May 2024

### Registration Form - Delegates

The purpose of this form is to inform the Organizing Committee of your intention to participate in the **Africa Regional Seminar on Public Private Partnerships and EPC+F for the Road and Transport Sector Stakeholders**.

Please **fill and submit** by e-mail this registration form to: Tanzania Roads Association, at [info@tara.or.tz](mailto:info@tara.or.tz) ; with a copy to the Secretariat of the Organising Committee, Eng. Hagai Bishanga at [hbishanga@yahoo.com](mailto:hbishanga@yahoo.com), and Eng. Laurent Athanas at [fabianlaurent05@gmail.com](mailto:fabianlaurent05@gmail.com) Mobile Phone; +255 754 362 157 or +255 753 246 763. *Confirmation will be made upon receiving payments.*

Each person attending should submit a separate registration form.

<input type="checkbox"/>	Prof.	<input type="checkbox"/>	Dr.	<input type="checkbox"/>	Mr.	<input type="checkbox"/>	Mrs.	<input type="checkbox"/>	Ms.	<input type="checkbox"/>	Other (please specify): .....
<b>First Name</b>											
<b>Middle Name</b>											
<b>Last Name</b>											
<b>Name as it should appear on Name Badge</b>											
<b>Position/Job Title</b>											
<b>Organization</b>											
<b>Mailing address</b>											
<b>Country</b>											
<input type="checkbox"/>	<b>Telephone or Mobile</b>										+
<b>Email</b>											
<b>Special requirement – dietary</b>											
<b>Special requirement – mobility</b>											

**ATTENDANCE [Please check one]**

- I will attend the **Africa Regional Seminar and Workshop on Public Private Partnerships and EPC+F for the Road and Transport Sector Stakeholders.**
- I will attend and participate as a **Resource Person** for the **Africa Regional Seminar and Workshop on Public Private Partnerships and EPC+F for the Road and Transport Sector Stakeholders.**

**PRIVACY**

I agree that particulars stated in this form can be displayed in the Public Private Partnerships seminar and workshop documentation. YES: \_\_\_\_\_ NO: \_\_\_\_\_

**Registration Fees:**

The Registration Fees for attending the **Africa Regional Seminar and Workshop on Public Private Partnerships and EPC+F for the Road and Transport Sector Stakeholders** have been established as follows:

Attendance	Categories	Until 30 <sup>th</sup> April 2024	After 30 <sup>th</sup> April 2024
Africa Regional Seminar and Workshop on Public Private Partnerships and EPC+F for the Road and Transport Sector Stakeholders	Foreign delegates	US\$ 1,000	US\$ 1,200
	Tanzanian delegates	Tshs. 2,300,000	Tshs. 2,500,000

**The Registration Fees for the Africa Regional Seminar and Workshop on PPP attendants cover: -**

- Seminar and Workshop attendance
- Seminar and Workshop materials
- Access to exhibitions
- Lunches and refreshments during the seminar
- Certificate of Attendance

**The registration fees does *not* include travel or accommodation.**

**CONFIRMATION OF REGISTRATION**

Registrations will be acknowledged in writing to the e-mail or other address nominated in the registration form along with an invoice acknowledging receipt of payment. If you have not received confirmation within 3 days of submitting payment contact through Tanzania Roads Association (TARA) at [info@tara.or.tz](mailto:info@tara.or.tz); with a copy to the Secretariat of the Organising Committee, Eng. Hagai Bishanga at [hbishanga@yahoo.com](mailto:hbishanga@yahoo.com), and Eng. Laurent Athanas at [fabianlaurent05@gmail.com](mailto:fabianlaurent05@gmail.com) Mobile Phone; +255 754 362 157 or +255 753 246 763.

**TERMS OF PAYMENT**

It is advised for payment of registration fees for participation in the Africa Regional Seminar and Workshop on Public Private Partnerships and EPC+F for the Road and Transport Sector Stakeholders to be made by Bank Transfer to the Tanzania Roads Association Account as follows: -

Account Name: **TARA Project Account**

Account Number: **0150360676301**

Bank Name: **CRDB Bank PLC**

Branch Name: **Msasani**

Swift Code: **CORUTZTZ**

Bank Contact: Msasani Tower, Off Kimweri Drive P.O. Box 106263 Dar es Salaam, Tanzania;

Tel: +255 22 2923344; Fax: +255 22 2923345

Please note that for bank transfer:

- The bank transfer charges are fully paid by the participants.
- Ensure that the name of the participant and the Africa Regional Seminar and Workshop on Public Private Partnerships and EPC+F for the Road and Transport Sector Stakeholders are included as part of the remittance information.

### GENERAL CONDITIONS AND CANCELLATION POLICY

<b>Registration</b>	All registration forms must be completed electronically, and sent by e-mail to the Honorary Secretary, Tanzania Roads Association (TARA) at the address mentioned above.
	Registration fees have to be fully paid to receive the confirmation of participation, and seminar and workshop badge.
	An official receipt will be forwarded to all registered delegates upon receipt of their full payment.
	Registration fees cover costs of attendance to the PPP seminar & workshop, seminar and workshop materials, a certificate of attendance, lunch and refreshments during the seminar and workshop. <b>The registration fees does not include travel or accommodation.</b>
	Delegates to attend and participate in the PPP seminar & workshop will be required to observe the health guidelines as provided by Ministry of Health in Tanzania from time to time.
	Accompanying persons do not have access to the PPP seminar and workshop nor the lunches.
	Any cancellation of registration must be made in writing to the Honorary Secretary, Tanzania Roads Association (TARA) to the e-mail address mentioned above.
	Visa letters can be issue for resource persons upon confirmation of their coming. For PPP seminar and workshop participants, it will be issued upon confirmation that registration fees have been paid.
	Delegates are responsible for their own room reservation directly with the hotel of their choice.
	Delegates are responsible for their own travel arrangements.
<b>Cancellations/ Refunds</b>	The refund of registration fees per delegate is as follows:
	Delegates who after registering are unable to attend the PPP seminar and workshop are welcome to nominate a substitute delegate. If there is no one that can be nominated as a substitute a refund of registration fees will be made if written advice is received by <b>30<sup>th</sup> April 2024</b> . No refunds will be given after that date however; nominations for substitute delegates will continue to be accepted.

### CANCELLATION POLICY

Delegates who after registering are unable to attend the Africa Regional Seminar and Workshop on Public Private Partnerships and EPC+F for the Road and Transport Sector Stakeholders are welcome to nominate a substitute delegate. If there is no one that can be nominated as a substitute a refund of registration fees will be made if written advice is received by **30<sup>th</sup> April 2024**. No refunds will be given after **30<sup>th</sup> April 2024** however; nominations for substitute delegates will continue to be accepted.