

Please read and complete the terms and conditions on page 2.

Terms and Conditions

1. **Terms of Payment:** 100% payment to secure booking.
2. Selection of exhibitors for the Graduate Recruitment Programme and / or placement of the advertisements in the Graduate Handbook is on a first-come first-served basis.
3. Graduate Recruitment Programme participation and / or positioning at any exhibition is only confirmed on receipt of payment of the full amount due.
4. Placement and allocation of advertising space in the Graduate Handbook is only confirmed on receipt of payment of the full amount due.
5. The UKZN reserves the right to decline bookings.
6. The UKZN reserves the right to amend the rules and regulations governing the Graduate Recruitment Programmes or advertising in the Graduate Handbook at its discretion;
7. **Cancellation Policy:** Should the Service Provider cancel its participation during a period of more than 60 days prior to the date of the proposed Graduate Recruitment Programmes or publishing of the Graduate Handbook, no cancellation fee will be charged provided that the cancellation is in writing and communicated to the nominated UKZN delegate. Should such notification not be received by UKZN or should the Service Provider cancel at any time 60 days or less prior to the date of the Graduate Recruitment Programmes or publishing of the Graduate Handbook, then the Service Provider agrees that the following shall be payable to UKZN, in addition to and separately from any amounts due to UKZN for the Graduate Recruitment Programmes or advertising in the Graduate Handbook itself, as stipulated in the total price:
 - 7.1 between 59 and 30 days - 50% of the total price; and
 - 7.2 29 days or less - 100% of the total price.
8. Should attorneys be appointed to collect arrear amounts, the Service Provider will be held liable for all legal fees incurred on attorney and own client scale, including collection commission.
9. The UKZN, Management and Staff will not be held liable for any accidental death, illness sustained, or damages suffered by any person occurring within or arising from the Service Provider's participation in the Graduate Recruitment Programmes or advertising in the Graduate Handbook. The UKZN, management & staff will not be held liable for any alleged theft, accidental loss or damage to property by any person whilst on UKZN premises.

I the undersigned, _____ (full name) have read, understood and agree to the above stipulated terms and conditions and general information.

Dated at _____ on this _____ day of _____ 20 .

Name:

Designation:

Please email the completed service request form to our Career Development Officer:

Ms Yanga Lufundo lufundoy@ukzn.ac.za Tel.: 031 260 7083/7337

Ms Edista Ngubane ngubanee@ukzn.ac.za

Ms Bongiwe Buthelezi buthelhezib2@ukzn.ac.za

Thank you for your support