

The Hatta Conclave

Exclusive leadership development programs designed for **established** and **aspiring leaders** in **your** organisation



Welcome to the Hatta Conclave

What is the Hatta Conclave?

The Hatta Conclave is a select gathering of established and aspiring leaders working for a single organisation. Delegates will be immersed for either two or three full days in a program of personal growth and executive development delivered and facilitated by up to 10 expert executive coaches and mentors from around the world. Many of our facilitators will each have first-hand experience of working within many commercial sectors.

The location and format

The Hatta Conclave events are residential programs set in a first-class hotel against the backdrop of the Hajar Mountains in the United Arab Emirates. However, it will not consist entirely of classroom style training sessions. There will be ample time for one-to-one meetings between delegates and facilitators as well as social and outdoor activities allowing for dialogue and experience sharing between delegates.

Timing

These events will take place between September and May to take advantage of the cooler months and beautiful weather.

What are the aims of the Hatta Conclave?

The Hatta Conclave aims to provide a conducive and relaxed environment enabling senior leaders in specific organisations to gather together primarily to focus on personal growth and development as executives and leaders in their organisation.

It will also serve as a forum for delegates to exchange experiences and discuss challenges they face and ideas to overcome them.

Who is the driving force behind the Hatta Conclave?

The Hatta Conclave is a brand of The Consilient Consultancy founded in 2016 by Robin Ali, an insurance and health system financing specialist with over 33 years' experience and the last 14 years an adviser and consultant to insurance companies and governments.

The Consilient Consultancy Limited is a company registered and domiciled in the Republic of Ireland but Robin has been based in Dubai since 2006.

Why Hatta?

For an event such as this we needed a location that is internationally accessible but also away from the distractions of city life.

With its extensive international travel links through Dubai and Abu Dhabi international airports, the United Arab Emirates as a location makes complete sense.

Hatta itself is an enclave of the Emirate of Dubai located at the Omani border and just 70 minutes from Dubai International Airport.

The venue, the Hatta Fort Hotel, offers first-class facilities and a dedicated, self-contained conference centre. It offers all the comforts and amenities such as dining and relaxation that delegates might need and is set in a peaceful, serene environment which is perfect for an event focused on reflection and future personal growth.

I hope our approach will inspire you to participate!

Robin Ali

Head of Practice

The Consilient Consultancy FZE

Program structure

Prior evening reception

The Hatta Conclave begins with a convivial, informal evening gathering of delegates and facilitators in a relaxing outdoor setting looking across the Hajar mountains. This complimentary event with food and drinks allows everyone to mingle and introduce themselves before the main event days.

Focus of the plenary sessions

There will be a number of plenary sessions across the main event days covering the following ten topics:

- Identifying priority areas for personal executive growth
- Executive networking and business development skills
- Strategic executive thinking
- Leadership communication skills
- Leading in times of crisis
- Executive team development
- Successfully leading remote and hybrid working teams
- Harnessing technology for executive development
- Building a leadership brand
- Mental health and neuroscience in executive leadership

Small group sessions

In addition to the plenary sessions, delegates will be able to join small group discussions on particular subjects of interest. These will range between 2 and 7 delegates led by our expert facilitators.

One to one sessions

Sprinkled between the plenary and small group sessions there will be flexibility for delegates to arrange individual discussions with specific mentors and coaches.

Outdoor and evening activities

Hatta is perfect for continuing discussions in the outdoors. At this time of year the weather is perfect to join a gentle hike, a mountain bike ride, a kayaking session or a more leisurely visit to Hatta Fort and its museum. All outdoor activities are entirely voluntary and will be led and organised by a professional third party.

In the evening delegates and facilitators can choose to join the rest of the group at dinner in one of the superb restaurants in the hotel or relax and dine at leisure.

Program methodology

Facilitated self-discovery

The program begins with the session “Identifying priority areas for personal executive growth”. During this session, facilitators will work with delegates to help them identify which areas of leadership and executive development are most important to and appropriate for them as individuals. This is aimed to be a period of “self-discovery” to identify both strengths which can be built upon and deficiencies to be worked upon.

This session will help delegates focus the remainder of the three days on the topics most appropriate to them and help in choosing which of the smaller group sessions are most relevant to them and which of our facilitators with whom they should seek one-to-one sessions.

Facilitator roles

Apart from when they are on their feet, facilitators will be seated at the same tables as our delegates in order to be able to stimulate the conversation, offer and develop solutions, challenge ideas and generally drive the conversation. Each of the nine sessions will have multiple facilitators contributing. These facilitators will have four roles:

- Deliver a presentation
- Facilitate the general discussion
- Facilitate smaller group discussions on specific subjects
- Engage in one-to-one conversations with individual delegates

Delegate action plans

Throughout the main sessions, delegates will be encouraged to make note of key points relevant to them as individuals to then be used in a final session which will focus on the development of an action plan to be followed over the course of the following 12 months. All our facilitators will assist delegates to develop these individual action plans.

Course follow-up

It is essential that delegates do not simply leave the event with ideas in their heads only. This is the purpose of the action plan. However, we know that once back in daily life plans can be shelved due to other demands on both business and personal life. Accordingly, there will be ongoing follow-up. This will take two forms:

- Continuing coaching and mentoring provided by facilitators (terms will need to be agreed between individual delegates and facilitators)
- A regular whole group call for all delegates facilitated by The Consilient Consultancy FZE to discuss challenges, progress and successes in plan execution

Detailed session content

The course will consist of 10 separate sessions spread over the main event days followed by a final, eleventh session in which facilitators will help delegates develop a personal, 12-month action plan to implement insights and learning. However, we will work with your organisation to tailor the content to your priorities.

Identifying priority areas for personal executive growth

- Defining the areas
- Understanding your context
- Reviewing historical feedback
- Identifying strengths and weaknesses
- Not just the “what” but also the “why”
- Self-awareness and reflection
- Setting clear development goals
- Emotional intelligence, resilience and adaptability as critical areas for growth

Executive networking and business development skills

- Overcoming fear of networking
- Networking for introverts
- Building rapport and the art of small talk
- What’s your brand?
- Preparation and execution of networking
- Creating business development opportunities
- Building authentic, long-term relationships both within your sector and beyond
- Strategies for maintaining and nurturing relationships over time
- Trust and mutual benefit as a basis for your network rather than transactional relationships
- Identifying key stakeholders, potential partners and influencers

Detailed session content

Strategic executive thinking

- What is “strategic executive thinking”?
- Ways to improve your strategic thinking skills
- How to generate strategic options
- Analysing strategic capabilities
- Long-term vision vs. short-term execution
- Critical thinking and problem-solving
- Scenario planning and forecasting
- Data-driven decision-making
- Agility and adaptability

Leadership communication skills

- Identifying and communicating with those suffering anxiety
- Communicating in a remote working culture
- Communicating across generations
- Overcoming barriers to effective (cross cultural) communication
- Clarifying key messages
- ‘Why don’t they understand?’
- Effective questioning skills and active listening
- Dealing with tough conversations and hard truths
- High performance and confident communications
- Spoken language, tonality and body language
- Empathetic communication
- How to give and receive feedback

Detailed session content

Leading in times of crisis

- Lessons learnt from the Covid-19 pandemic
- The importance of contingency planning and preparedness
- Consistency in communicating key information
- Being proactive and taking charge
- Presence, visibility and availability
- Managing employee anxieties
- Emphasising vision, mission, objectives and standards of conduct
- Maintaining a positive mental attitude
- Managing your own emotions, physical needs and behaviour
- Managing the recovery phase

Executive team development

- Avoiding bias, promoting diversity
- The importance of “Why?” in executive team development
- Lead by design or lead by example?
- Toxic vs empathetic leadership
- Preparing teams for resilience
- Succession planning and talent management
- Performance agreements and reviews
- Personal development plans

Detailed session content

Successfully leading remote and hybrid working teams

- Effective communication methods
- Meeting management
- Building multi-directional trust
- Addressing work-life balance
- Managing hybrid compared to fully remote teams
- Performance monitoring

Harnessing technology for executive development

- Data analysis and decision-making for executives
- Technology tools for personal development
- Technology tools for team development and management

Building a leadership brand

- Understanding the importance of personal branding
- Defining your leadership identity
- What's your moral compass, your values
- What motivates you
- What do you want to be known for? What is your legacy? What is your image?
- How do you behave?
- What are your skills and strengths?
- Visibility and impact of your leadership brand
- Authenticity and consistency in personal branding
- Alignment across different media platforms
- Alignment with personal and organisational values

Detailed session content

Mental health and neuroscience in executive leadership

- Stress management strategies including time management, delegation and avoiding burnout
- Exercises to stay calm under pressure
- Work-life balance: are boundaries needed and if so, how best to establish them?
- Making time for family, outside interests and self-care
- Mindfulness practices that enhance mental clarity and decision-making
- Incorporating mindfulness into the working day
- Resilience training
- Regulating emotional responses to enhance performance and “get in the zone”
- Applying the strategies of neuroscience from the sporting world in the executive leadership environment
- How to promote an open mental health culture and work towards reducing stigmas – hint: it starts from the top
- The power of sound in regulating brain function to perform better, sleep better and boost mental clarity/combat decision fatigue
- Technology and wellbeing – what does the future of your organisation look like? And how can you measure success?

Your facilitators

Only the best

- Our aim is to make this a truly international event with high calibre facilitators who can bring global experience to an audience of high level international and regional delegates.
- Up to 10 facilitators will be engaged for the event with a maximum delegate to facilitator ratio of 2:1
- Facilitators will need to show evidence of having provided mentoring or coaching in the areas specified on the previous page (see focus of the plenary sessions) or have had direct experience as an executive in healthcare, health financing or health insurance.

Extent of participation

- Facilitators will generally attend the entire event. However, we understand that at the level at which our facilitators operate this may not always be possible.
- Facilitators will present at plenary sessions, facilitate smaller group sessions and conduct one to one meetings with delegates to be organised on site.
- We expect facilitators to take an active part in the social and outdoor activities in order to maximise the value to delegates.

Session delivery

- Each of our 10 sessions will be supported by multiple facilitators.
- Delivery will include discussion and presentations by facilitators.

Delegate tasks and facilitator review

- Delegate participation will be encouraged with facilitators setting tasks for delegates to reflect independently on their existing skills and development needs.
- Facilitators will then lead a discussion to examine these individual reflections.
- In some sessions, delegates will be encouraged to produce action plans to take forward.

Meet your facilitators



Alex Hayes-Griffin
Venture Partner
SNGLR
United Kingdom

After a 25-year career as a senior banker Alex now works as fractional Venture Partner with exponential-tech group SNGLR, an independent adviser to boards on strategy and financial markets and an executive coach to CEO/CXOs.

He worked with Citi, HSBC and JP Morgan in investment banking across Hong Kong, Australia, North America and Europe advising on M&A and financing deals across most sectors including mining & energy, real estate, transport & infrastructure/utilities, communications & technology, consumer & retail, healthcare, industrials and financial institutions.

He is a Meyler Campbell certified coach working with CEOs, boards and senior leaders. His passion for frontier technologies has seen him active as an investor in a wide range of blockchain and AI projects in parallel with AI post-graduate studies at Oxford.

He is an avid explorer of ancient spiritual practices coupled with modern mental-models and new technology, he thrives when leveraging all of these to help augment leaders and their teams.



Cris Van Cleemput
Co-founder
StreetwiseLeader LLC
United Arab Emirates

Cris Van Cleemput is a transformational leadership consultant to mid and top executive level, speaker, and visionary guide with over 20 years of experience at the crossroads of science, human potential, and personal mastery. As founder of Belgium's first Coach Café, he pioneered a new wave of leadership focusing on the principles of charisma, helping executives and high-performing teams boost resilience, self-awareness, and lasting impact through immersive coaching, workshops, and corporate programs.

Before launching his consultancy, Cris made history as the youngest-ever Head of Department in Electrical Engineering at Ghent University, holding a Master's in Civil, Mechanical, and Electrical Engineering. He later served on the board of The Monroe Institute (USA), advancing cutting-edge research into brainwave and consciousness technologies for deep transformation.

Cris is also the author of The Taker Code, a provocative guide to earning your worth by blending charisma with conscious self-interest. Now based in Dubai, he is working on his next book, an innovative approach to manifestation based on the laws of physics that rewrites how reality is created and relationships formed.

Meet your facilitators



Wissam Mattout
CEO
Triangulum LLC
United Arab Emirates

Dr. Wissam is an entrepreneur and successful leader. His purpose is to transform people into strong and agile leaders. He started his career in IT and successfully achieved top management in multinational companies leading a tribe of more than 1,500 leaders across different countries. Wissam is a believer that challenges are always resolvable and with each challenge at least one opportunity rises. His motto is “Don’t wait for Opportunities, Create them!”

Wissam has a proven record of success in coaching, managing and development teams and in the design, redesign, and launch of leading-edge business solutions.

Author of “The Underdog Leader”, in his book, Wissam addresses major skills required by leaders and discusses best practices to acquire them.

Wissam holds a doctorate degree in business administration, supported by three master degrees in business administration, IT and information systems.



Dr Siphon Kabane
Managing Director
SDK Health Leadership
South Africa

Dr Siphon Kabane is a seasoned health sector executive manager, leader and Managing Director of SDK Health Leadership. His passion is developing and transforming others into successful high-performance leaders. He has spent his working life of more than 30yrs as a medical practitioner and senior health executive in both the public and private health sectors. He is considered an expert in health systems, policy analysis and health funding regulation.

Siphon has a good track record of leading teams using coaching and mentorship approaches that has delivered successful turnaround and great organizational performances. He is a great believer in talent development management through coaching and mentorship. He is intent on leaving a legacy that will ensure great health outcomes for the current and future generations.

Siphon holds a PhD in Health Systems, MPhil in Economic Policy, MBA and an MBChB. He is executive coach, certified director and medical mediator.

Meet your facilitators



Wayne Frown
Founder and CEO
Skills 4 Executives
China

Wayne Brown has a career spanning over 45 years in both corporate and entrepreneurial arenas. Throughout his journey, he has established nine businesses and founded two companies. A #1 best-selling author and 3-time Executive Coach of the Year as named by CEO Today magazine, Wayne is dedicated to elevating business performance and guiding executives to new levels of success.

He partners with catalyst leaders, transforming businesses into industry disruptors and building innovative teams. Wayne's commitment to continuous learning in fields like Consulting, Behavioural Science, and Neuroscience ensures he brings the latest insights to his clients. His journey, marked by overcoming aggressive cancer, divorce, and bankruptcy, fuels his passion for helping others achieve their goals.

Achievements and Accolades include: Executive Coach of the Year by CEO Today magazine (2022, 2023, 2024); #1 Best-selling Author – Transforming Your Life Vol VI; Collaborated with professionals from over 100 countries.



Geoff Sim
Director
Geoff Sim Coaching
and Mentor Limited
United Kingdom

Geoff is a highly qualified, experienced and accredited Executive Coach and Mentor. He is a full member of the British Psychological Society and Senior Practitioner with the European Mentoring and Coaching Council he is also a Fellow of the Chartered Institute of Management Accountants.

Geoff started his coaching career in sport 30+ years ago, he translated the skills into life and business and has adopted a coaching philosophy whenever working with and leading individuals and teams.

Geoff adopts a science backed approach to coaching and mentoring. He is a lifelong learner with Masters degrees in Psychology, Strategic Business Management (Distinction), a First Class degree in Sustainable Performance Management and a Level 7 diploma in Executive Coaching and Mentoring from the Institute of Leadership and Management. His particular ongoing professional interest is how to optimize personal and organisational performance through increasing psychological and neuroscientific understanding.

Geoff is altruistic by nature and derives a huge amount of satisfaction from supporting and enabling businesses and individuals achieve their intrinsic and extrinsic goals.

Meet your facilitators



Daniella Munene
Founder
Usawa Health
Kenya

Daniella Munene is an enthusiastic health coach focusing on corporate and personal stress management. By converging health knowledge and management consulting experience, Daniella coaches and mentors professionals to optimize productivity in their workplaces and businesses.

Over the course of her 20-year career, Daniella has also worked in quality management, public-private partnerships, and health sector governance. Some of the roles she has held include Chief Executive Officer at the Pharmaceutical Society of Kenya, Head of External Affairs at Africa Health Business, and Director of Kenya Healthcare Federation.

Daniella holds a Master's degree in International Public Health from the UNICAF Liverpool John Moores University Program, and a Bachelor of Pharmacy from the University of Nairobi.



Taz Rajabali
Founder & CEO
Melius Consulting
United Arab Emirates

Taz Rajabali's mission is to help companies and individuals fulfill their potential through "People-Centered Performance".

Throughout his working life Taz noticed how engaged, valued and motivated employees working under inspirational leaders and managers create successful organisations, live fulfilled lives and build happy communities.

His work and life choices have seen him traverse the globe, driving success for companies across industries, and serving individuals of every race, nationality, and social diversity. Taz has delivered sustainable change within the people and systems of organizations including McKinsey, Microsoft, Accenture, Vodafone, Philips, Honeywell, and Merrill Lynch.

Today, he pursues his mission and passion through Melius Consulting as organisations redefine what can be achieved by people-centric businesses. Taz infuses within an organization a focus on simplicity over unnecessary complexity, resourcefulness over waste, and deep-rooted commitments to ethics, consistency, continuous improvement, and excellence.

His science-based education, a pragmatic nature, and an allergy for ineffectiveness and the superfluous, support his mission.

Meet your facilitators



Gemma McFall
Certified Coach and
Facilitator
United Arab Emirates

Gemma has over 20 years experience working in the International Hospitality industry for brands such as Walt Disney World, Marriott and Fairmont Hotels. With experience as a Director of Human Resources in the corporate world and a certified Hogan and Gallup Strengths Coach, she has developed a passion for helping individuals and teams unlock their potential and achieve their goals.

She holds certifications in several industry-standard programs, including SHRM-SCP, Lean Six Sigma, ICF - PCC, Gallup Clifton Strengths and Hogan. Her coaching methodology is rooted in the intersection between positive psychology and neuroscience. She strives to meet clients where they are in their journey, providing relatable guidance and support to help them create real change in their personal and professional lives.

- ICF-PCC Executive Coach
- Team Psychological Safety Certified Practitioner
- Hogan Certified
- Certified Gallup Clifton Strengths Coach
- SHRM - Senior Certified Professional (SHRM-SCP)
- BA Hons - Human Resource and Hospitality Management
- Six Sigma Green Belt (CSSGB)
- International Laughter Yoga Instructor



Kate Hellewell-Sykes
Founder and HR
Leader
Kate Sykes Coaching
United Arab Emirates

Kate is an Executive Coach, Leadership Development Facilitator and senior Human Resources leader with over 20 years of experience developing leaders and building high-performing organizations.

With an extensive HR career spanning premium and luxury retail and the automotive sectors, Kate brings deep commercial insight and practical leadership experience to her coaching. She has partnered with executives, senior leaders and emerging talent to strengthen leadership capability, navigate career and organisational transitions, and drive individual and team performance.

Whilst still working in the corporate world, Kate is the Founder of Kate Sykes Coaching, within which she coaches leaders across a broad range of industries including Technology, Banking, FMCG, Pharmaceutical, Hospitality, Automotive, Retail and E-commerce. Her coaching style combines strategic business insight with evidence-based coaching techniques, helping leaders build self-awareness, confidence and lasting behavioural change.

Kate is also an Executive Coach on the Mohammed bin Rashid Centre for Leadership Development (MBRCLD) program in Dubai. She is an EMCC Global Senior Practitioner in Executive Coaching and Mentoring, recognised for her commitment to the highest standards of coaching ethics, professionalism and impact.

Meet your facilitators



Remigijus Savickas
Founder
Remaster.life
Lithuania

After more than 20 years building businesses and mentoring leaders, Remi Savickas realised that outer success means little without inner balance. His personal journey from burnout to flow inspired him to create Remaster.life, where he helps CEOs and entrepreneurs transform stress into clarity and fatigue into vitality.

An accredited holistic counsellor in Italy, also got Flow neuroscience expertise in USA, Remi Savickas works with international clients such as EY, EuroLeague, Deloitte, Sony, SEB, EBRD, Telia. His mission is to redefine performance through wellbeing – helping leaders and teams operate at their highest level of coherence, energy, and purpose.

Today, Remi Savickas and his team mentor founders and CEOs across Europe to restore vitality, clarity, and flow, helping them thrive amid the pressures of modern leadership. He integrates business strategy, body psychoterapy and science-backed tools, preventative medicine and technologies to create real, lasting transformation.

Author of “The Alchemy of Awakening in a Sleeping Society”, Remi Savickas has guided hundreds of leaders from stress to flow hacking, showing that true success begins within.

Meeting facilities

Al Margham Conference Centre

Situated next to the main hotel complex and between the two single storey residential wings of the hotel, the Al Margham conference centre is ideal for this event. The ground floor entrance lobby is an open space ideal for private discussions or small group sessions. It also includes “The Boardroom” which can seat 10 for breakout sessions and has projection facilities.

The upper floor offers a space which can be divided into our plenary session room and a second breakout room. All spaces have access to the outdoor terrace overlooking Hatta and with stunning views of the Hajar mountains.

Refreshment area

Refreshments during the day will be available immediately outside the entrance to the plenary meeting room and can be taken onto the terrace



Self-contained conference centre



Plenary session room



The Boardroom



Plenary room terrace



Breakout and discussion area

The hotel venue

Hatta Fort Hotel

This venue offers first-class facilities and a dedicated, self-contained conference centre. It offers all the comforts and amenities such as dining and relaxation that delegates might need and is set in a peaceful, serene environment which is perfect for an event focused on reflection and future personal growth.

Location

The venue is situated against the backdrop of the scenic Hajar mountains on the outskirts of Hatta town which is an enclave of the Emirate of Dubai located next to the border with Oman and just 25 km from the Arabian Sea.

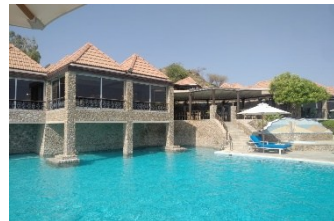
Hatta is accessible by way of modern highways cutting through the mountains providing a unique glimpse of the terrain and countryside outside of the normal perceptions of the metropolises of Dubai and Abu Dhabi. Depending on the route and mode of transport, Hatta is around 70 minutes from Dubai.

Accommodation

This boutique hotel has a total of 77 rooms, all self-contained and set in two single storey wings linking to the main hotel facilities.



Hotel front entrance



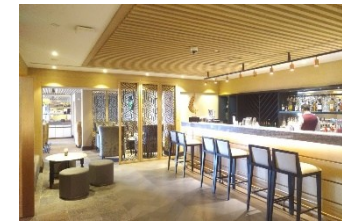
Pool view



Gazebo lunch venue



Deluxe rooms all with mountain views



Roumoul cocktail bar



Dedicated accommodation wing



Gazebo outside terrace



Prior Evening Reception venue



Jeema Restaurant dinner venue



Roumoul Terrace

Outdoors

Taking discussions outside the conference room

In the month of October, the climate in Hatta and United Arab Emirates generally is perfect with sunny days and reasonable temperatures. Hatta as a destination offers a number of opportunities for outdoor activities, all organised by professional guides.

Our event is not a teambuilding event but we firmly believe that a change of environment is conducive to fostering both discussion and relationships to the benefit of our delegates.

With this in mind, we will be offering participation (on a voluntary basis) in gentle outdoor activities all managed by local companies. For those who prefer something a little less strenuous we can also arrange visits to local sites and venues such as Hatta Heritage Village, Hatta Dam, Hatta Fort, Hatta Fort Museum and a number of local farms.

Hatta Heritage Village

Nestled in the heart of the Hajar Mountains, Hatta Heritage Village is a living museum that showcases the traditional way of life in the United Arab Emirates. The village features a collection of restored houses, forts, and watchtowers, as well as exhibits on traditional Emirati crafts and customs.

In addition to its cultural attractions, Hatta Heritage Village also offers a variety of outdoor activities, such as hiking, biking, and kayaking. The village is also home to a number of restaurants and cafes, where visitors can sample traditional Emirati cuisine.



Mountain biking



Hatta Fort



Gentle mountain hike



Kayaking



No need to row your own boat!

Financial arrangements

What will the delegate fee include?

The basic delegate fee will cover the following in relation to food, beverage, accommodation and activities:

- 2 or 3 nights' accommodation at the venue in a deluxe mountain view double/twin room including an international buffet breakfast.
- Spouses/partners may accompany delegates free of charge in relation to accommodation and breakfast but other food, beverages and activities are not included.
- All food and beverage during the course of the Prior Evening Reception (including soft drinks, beers and wine).
- All food and beverage provided during the course of the main event (excluding alcoholic beverages other than on the Prior Evening Reception).
- International buffet or BBQ buffet dinner for 2 or 3 nights where delegates participate in a group dinner (if delegates prefer to dine separately or in their hotel room this will be at their own expense).
- The cost of any outdoor activities in which delegates may participate. (Personal clothing and equipment is not covered)

The delegate fee will cover the following in relation to the event itself:

- 2 or 3 full days admittance to the event and attendance at the complimentary Prior Evening Reception
- Participation in plenary, group and one-to-one sessions with facilitators
- Participation in outdoor activities (voluntary)

What will the delegate fee not include?

The delegate fee will not include travel costs to United Arab Emirates or necessary entry visas or travel to the venue. It will not include the cost of alcoholic beverages (other than as provided at the Prior Evening Reception) or the cost of individual dining, food and beverage or that of partners.

Payment terms

We will require a 25% deposit of the total delegate fees 4 months before the event with the remainder payable 2 months before the event. Payments will need to be paid by bank transfer. Cancellations can be accepted up to 2 months before the event with a 90% refund. Cancellations between 2 months and 1 month before the event can be accepted with a 70% refund. Cancellations within one month before the event are fully charged with no refund. In the event of a cancellation at any time in respect of an individual delegate we will accept a substitute delegate nominated by you.

Delegate fees

These will range between \$4,095 and \$7,025 per delegate per event. The precise fee will depend upon the number of days and the number of delegates.