



# EXHIBITOR REGISTRATION FORM - DEADLINE

## 21st African Fine Coffees Conference & Exhibition

### Dar es Salaam, Tanzania | February 26-28, 2025

Please complete this form and share it with the AFCA Secretariat at [registration@afca.coffee](mailto:registration@afca.coffee).

#### Section I: Exhibitor Information

**Primary Contact Name:**

The Primary Contact will be listed as the exhibitor contact. Please list your full name as you would like it to appear on your conference badge. If registering multiple delegates, you will be the primary contact for your group.

**Company/Organization Name:**

Please list your company/organisation name as you would like it to appear on your conference badge and in the Conference Catalogue.

**Country:**

**Is your company/organisation an AFCA Member?**  Yes  No

If yes, please provide a valid member ID \_\_\_\_\_

**Primary Contact Email:**

**Please select your company/organization type:**  Green Coffee Buyer,  Exporter,  Producer,  Coffee Shop,  Roaster,  Support Organization,  Government Body,  Service Provider,  Packaging/Machine Manufacturer,  Financial Services,  Trade Association, or  Other

Please select only one option.

**Additional Delegates:** Please list additional delegates names (first name, last name) from your company/organisation below that you wish to register:

**Delegate 1:**

**Delegate 2:**

**Delegate 3:**

Delegate 4:

## Section II: Booth Reservation Details

<b>REGISTRATION CATEGORY</b>	<b>DEADLINE RATES</b> Through January 15th	<b>PREFERRED BOOTH</b> Please select your top 3 booth choices from the floor map. For Premium, please select in pairs.
<input type="checkbox"/> Regular Booth (3x3 m) - member  <input type="checkbox"/> Regular Booth (3x3 m) - non-member	US\$5,300 for members  US\$5,800 for non-members	<b>Option 1</b> _____  <b>Option 2</b> _____  <b>Option 3</b> _____
<input type="checkbox"/> Premium Booth (3x6 m) - member  <input type="checkbox"/> Premium Booth (3x6 m) - non-member	US\$10,400 for members  US\$11,400 for non-members	<b>Option 1</b> ____ + ____  <b>Option 2</b> ____ + ____  <b>Option 3</b> ____ + ____
<input type="checkbox"/> Executive Regular Booth (3x3 m) - member  <input type="checkbox"/> Executive Regular Booth (3x3 m) - non-member	US\$7,000 for members  US\$7,600 for non-members	<b>Option 1</b> _____  <b>Option 2</b> _____  <b>Option 3</b> _____
<input type="checkbox"/> Executive Premium Booth (3x6 m) - member  <input type="checkbox"/> Executive Premium Booth (3x6 m) - non-member	US\$13,500 for members  US\$14,500 for non-members	<b>Option 1</b> ____ + ____  <b>Option 2</b> ____ + ____  <b>Option 3</b> ____ + ____

**Regular Booth:** Includes booth shell, back and side walls (2.5 m in height), 1 x 220V single socket outlet, 1 spotlight with cabling, 1 fascia panel with exhibitor name, 1 table, 2 chairs, and 1 waste bin; plus 2 Exhibitor Badges (full conference access) and 5 Complimentary Day Passes (access to exhibition only for ONE day of your choice).

**Premium Booth:** Includes booth shell, back and side walls (2.5 m in height), 2 x 220V single socket outlet, 2 spotlights with cabling, 1 fascia panel with exhibitor name, 2 tables, 4 chairs, and 1 waste bin; plus 4 Exhibitor Badges (full conference access) and 10 Complimentary Day Passes (access to exhibition only for ONE day of your choice).

**Executive Regular Booth:** Includes customizable booth scheme w/1 backdrop wall, 1 front panel, and 1 information counter, 1 plasma screen TV (40" inches), 1 x 220V outlet w/2 plugs, 3 spotlights with cabling, 1 high chair, 1 roundtable w/2 chairs, 1 waste bin; plus 2 Exhibitor Badges (full conference access) and 5 Complimentary Day Passes (access to exhibition only for ONE day of your choice).

**Executive Premium Booth:** Includes customizable booth scheme w/1 backdrop wall, 1 front panel, and 1 information counter, 1 plasma screen TV (40" inches), 2 x 220V outlet w/2 plugs, 6 spotlights with cabling, 2 high chairs, 2 roundtables w/2 chairs each, 1 waste bin; plus 4 Exhibitor Badges (full conference access) and 10 Complimentary Day Passes (access to exhibition only for ONE day of your choice).

**Booth Allocation:** Booths will be allocated upon receipt of payment. If you do not complete payment, your preferred options may be allocated to another exhibitor. Once AFCA receives your registration and payment, you will be contacted regarding your booth assignment.

**Please provide the full names and email addresses for the Exhibitor Badges to the AFCA Secretariat by January 15, 2024. This may also be completed online with support from the AFCA team.**

### Section III: Other Conference Add-Ons

Please select the add-on items you wish to purchase in addition to your Delegate Badge. Please note that if you purchase a 1-Day Delegate Badge, you are only eligible for the activities taking place on the applicable day(s).

ADD-ON ITEMS	PRICE	TOTAL COST
<input type="checkbox"/> B2B Cupping Table 1 Table in B2B Pavilion  <b>No. of Tables</b> _____	US\$150 for members  US\$175 for non-members	<b>Total Cost</b> _____

<input type="checkbox"/> B2B Cupping Pavilion Full Cupping Pavilion with 5 Tables  <b>No. of Cuppings</b> ____	US\$650 for members  US\$700 for non- members	<b>Total Cost</b> _____
<input type="checkbox"/> Private Meeting Room Room for 10-15 people  <b>No. of Days</b> <input type="checkbox"/> Wed - Feb 26, 2025 <input type="checkbox"/> Thurs - Feb 27, 2025 <input type="checkbox"/> Fri - Feb 28, 2025	US\$450/day for members  US\$ 500/day for non-members	<b>Total Cost</b> _____

If you select a B2B Cupping or Private Meeting Room option, an AFCA staff member will be in touch with you to confirm the details.

**Are you interested in taking part in a coffee safari?**  Yes  No

If yes, you will be contacted by an AFCA staff to book your trip.

## Section IV: Membership Renewal Option

Do you wish to renew your existing AFCA Membership? If yes, please select your preferred membership type:

**Annual Membership:** US\$500.00

This entitles you to one full year of benefits.

**Term Membership:** US\$1,200.00

This entitles you to three full years of benefits.

## Section V: Payment

Registrations, add-on items, and membership renewal must be accompanied by payment. If payment is not received by the above deadlines, conference registration will not be considered valid and the next deadline fee will apply.

Total amount payable to AFCA: **US\$** \_\_\_\_\_

Please select your preferred method of payment:

**Credit Card**

**Wire Transfer**

<https://payments.pesapal.com/afca>

Please include a 3.75% transactional fee for bank charges.

Name: African Fine Coffees Association

Address: P.O. Box 27405, Kampala, Uganda

Bank Name: Standard Chartered Bank  
Uganda Limited

Account No: 8702887196701 (\$US)

Bank Address: P.O. Box 7111, Kampala, Uganda  
Plot 5 Speke Road Branch

SWIFT Code: SCBLUGKA

**Please include a \$25 bank fee.**

## Section VI: Cancellation Terms & Consent

- Cancellation can only be made in writing to the AFCA Secretariat at [secretariat@afca.coffee](mailto:secretariat@afca.coffee).
- Cancellations made before January 1, 2025 will be eligible for a refund, less AFCA administration costs. The refund will be held with AFCA and can be utilized for future AFCA events or activities. **No cash refunds will be made.**
- **No refunds for cancellation will be made after January 1, 2025.**

Can AFCA share your company/organization bio and/or contact details for solicitation purposes? (i.e., publish this information on the AFCA website)

Yes    No

I certify that all the information provided in this application is true, complete, and accurate to the best of my knowledge.

**Applicant Signature:**

**Date:**

**Comments or Questions? Let us know:**