

## CHAMPIONS OF GOVERNANCE (COG) AWARD, YEAR 2018



### REGISTRATION FORM

Kindly provide the information required below to enroll for the Champions of Governance (COG) Award 2018. The information gathered in this process shall be treated with strict confidentiality and shall be used for purposes of the COG Award only.

#### Section 1: Champions of Governance Award

1. Name of the organization .....
2. Nature of Business .....
3. Business Certificate \Registration Number (Where applicable).....
4. Number of years in operation .....
5. Postal Address -----City\Town-----
6. Street -----Building-----
7. Phone -----Fax-----Email-----
8. Contact Person -----Position-----
9. Total Number of Employees .....

10. Annual turnover in Kenya shillings.

- Below Ksh. 5Million
- Ksh. 5-30Million
- Ksh. 31-50Million
- Ksh. 51-100Million
- Ksh. 101-200Million
- Ksh. 201- 500Million
- Ksh. 501Million and above

**Section 2: Chairman of the Year Award**

- 1. Name of the Chairman .....
  
- 2. Number of years in the Organization.....

**Section 3: COG CEO of the Year Award**

- 1. Name of the CEO .....
  
- 2. Number of years in the Organization.....

**Section 4: Company Secretary of the Year Award**

- 1. Name of the Company/Corporation Secretary.....
  
- 2. ICS Membership Number.....
  
- 3. Number of years in the Organization.....

Authorized signature .....Name .....

Dated: ..... Rubberstamp

The Completed Registration Form should be submitted to the Institute of Certified Secretaries together with a non-refundable requisite payment of Kenya Shillings ninety three thousand (Ksh. 93,000) to cover the participation fee and dinner fees for three participants for the Gala Night during which occasion the results will be announced. Charges for other participants attending the Gala Night will be Kenya shillings Six Thousand (Kshs. 6,000) per person and Kenya Shillings Forty Two Thousand (Kshs. 42,000) for a discounted corporate table of 8 persons.

### **Payment Details**

Payments can be made by cheque at the Institute Offices, CPS Governance Centre, Kilimanjaro Road, Upper Hill, Nairobi or by Bank deposit as detailed below:

**A/c Name** : Institute of Certified Public Secretaries of Kenya  
**A/c No** : 1103151045  
**A/c Type** : Kenya Shillings (Kshs.)  
**Bank** : Kenya Commercial Bank, Capital Hill Branch  
**Branch Address** : 69695 -00400 NAIROBI

All payments will be acknowledged with an official receipt. Bank deposit slips should be sent to the Institute through hand delivery, post or email for receipting.