

SPEAKER REGISTRATION FORM

To register: fax this form to +613 9560 0499

Title: _____ First Name: _____ Last Name: _____

Job Title: _____ Preferred Name for Badge: _____

Organisation: _____

Address: _____

Suburb: _____ State: _____ Post Code: _____ Country: _____

Email: _____ Phone/Mobile: _____

REGISTRATION FEES: (GST Inclusive) Please

Speaker at Both Conferences Complimentary

Speaker at Cigre Complimentary Attending TechCon \$770 \$ _____

Speaker at TechCon Aus-NZ Complimentary Attending Cigre \$385 \$ _____

TECHCON SOCIAL FUNCTIONS: (inclusive in full registration fee for delegates) Please

Networking Drinks Reception Attending Not Attending

Conference Dinner Attending Not Attending

Conference Dinner Partner/Guest (GST inclusive) \$ 88.00

TOTAL PAYMENT \$ _____

Dietary requirements: Vegetarian Other, please specify _____

ACCOMMODATION:

Sofitel Classic Room Only/per night \$255 Sofitel Classic Room + Breakfast x 1 guest per night \$275

Arrival Date: _____ Departure Date: _____ No. of guests: _____

PAYMENT OPTIONS: Please

Credit Card  

Card Number: _____ Expiry date: _____ CVV: _____

Cardholder's name: _____ Signature: _____

Electronic Funds Transfer (please invoice me) Purchase Order No: (please invoice me)

CHARGE DETAILS: Please

I hereby agree that this completed and signed form serves as authorisation to debit the credit card number listed for charges as outlined below.

- Registration Fees** payment of registration fees must be received prior to the event or admittance will not be permitted.
- Accommodation** card details will be sent to the hotel to guarantee your booking and one night's deposit will be charged by the hotel on confirmation of room booking. You will be responsible for paying your account directly to the hotel on departure.

REGISTRATION INFORMATION

1. Registration fee

Registration fee includes attendance at all conference sessions, conference workshop, drinks reception, conference dinner, morning/afternoon teas and lunch as per program, conference materials including name badge, handbook, proceedings and satchel.

2. Registration cancellation policy

We understand that circumstances can change. At any point prior to the event you are welcome to contact us in writing to nominate a substitute delegate at no extra charge.

A full refund less a \$150 service fee will be issued for cancellations received on or before Friday, 16 March 2018.

No refunds will be issued on or after this date.

3. Dress code

Business attire is suggested along with a sweater or jacket in case the conference room is cool.

4. Entry

The Organisers reserve the right of entry to the conference.

5. Upon arrival

All delegates must register upon arrival at the registration desk. The registration desk will open at 7.00 am and remain open until 5.00 pm. We recommend you arrive early to register as the program commences at 8.00 am sharp.

Upon registering Delegates will receive their name badges and delegate satchels. We ask delegates to wear their name badges at all times during the conference. This badge ensures your entry into the conference, exhibition and functions.

6. Payment terms

Payment must be made prior to the event or admittance will not be permitted. A tax invoice and confirmation letter will be emailed to the attendee upon completion of a valid registration. Payment may be made by Credit card, Electronic Funds Transfer (EFT) or Cheque.

7. Privacy Policy

Any information provided by you in relation to TechCon® Aus-NZ conference will be held in the strictest confidence. It will be added to our database for the primary purpose of providing you with information about future events. TechCon® is a high quality, low cost event due to the valued support of our sponsors. A list of delegate/organization names will be provided to all our sponsors/exhibitors.

8. Photo & digital image release

The Organisers reserve the right to use any photographs taken at any stage during the conference for promotional and advertising purposes.

9. Special dietary requirements

Provisions will be made for delegates with special dietary requirements

10. Accommodation

Exclusive rates have been negotiated for delegates attending the Conference at the Sofitel Sydney Wentworth. To secure these rates bookings need to be made at time of registration and will be guaranteed if booked before Wed, 14 March 2018.

Please note that Check In is after 2pm and Check Out is before 11.00 am. Guests are welcome to leave luggage with the Concierge after check-out until the conclusion of the conference.

11. Accommodation cancellation policy

The hotel imposes strict cancellation policies and a 100% fee for the entire booking will be charged for cancellations within 30 days of arrival.

Amendments or cancellations to your accommodation booking must be made to the Event Organisers and not directly to the hotel.

All amendments and cancellations must be made in writing to the Event Organiser.

12. Conference venue

Sofitel Sydney Wentworth
61-101 Phillip Street, Sydney NSW 2000
Tel: +61 (0)2 9266 2000
Web: www.sofitel.com

13. Disclaimer

The program is correct at time of going to press. The organisers reserve the right to delete, modify or alter items from the program or to delete, modify or alter any aspects of the conference timetabling and delivery at their sole discretion and without notice. The organisers will not accept any liability for any loss or inconvenience caused to any party consequent to such changes.

Additional information

If you would like to know more about delegate registrations, or accommodation, please contact the Event Co-ordinator:

Tel: +61 (0)3 8544 2301

Email: info@techcon.com.au

Web: www.techcon.com.au

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