

## EXHIBITOR REGISTRATION FORM

TO REGISTER EMAIL THIS FORM TO: [techcon@wtc.com.au](mailto:techcon@wtc.com.au) OR FAX +61 (0)3 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**

TechCon Aus-NZ Exhibitor (Booth package)  Complimentary  Attending Cigré \$700 \$ \_\_\_\_\_

**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:**  Vegetarian  Vegan  Gluten Free  Lactose Free  Halal  Kosher

Other, please specify \_\_\_\_\_

**ACCOMMODATION:**

Exclusive rates have been negotiated for delegates attending the Conference at the Hyatt Regency Sydney.

City View King Room \$300 per night  Breakfast \$29 per person

Arrival Date: \_\_\_\_\_ Departure Date: \_\_\_\_\_

**PAYMENT OPTIONS: Please**

Credit Card    

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

Card Number: \_\_\_\_\_ Expiry date: \_\_\_\_\_ CVV: \_\_\_\_\_

Cardholder's name: \_\_\_\_\_ Signature: \_\_\_\_\_

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

Accounts must be paid in full 7 days from the invoice date. If payment is not received prior to the conference, access will be granted only after full payment is made via credit card.

**CHARGE DETAILS: Please**

**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, networking drinks reception, conference dinner, morning/afternoon teas and lunch as per program, conference materials including name badge, learning journal, proceedings and conference satchel. Access to the trade exhibition.

Cigre conference registration includes attendance at conference sessions, morning/afternoon teas and lunch as per program, conference materials including name badge and conference proceedings.

### 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 March 01, 2019.

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

Once registration is received a confirmation email and tax invoice will be issued. Any accounts must be paid in full 7 days from the invoice date. If payment is not received prior to the conference, access will be granted only after full payment is made via credit card.

### 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 Hyatt Regency Sydney. To secure these rates bookings need to be made at time of registration and will be guaranteed if booked before March 01, 2019.

Please note that Check-In Time is after 3pm and Check Out is Time is 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 in writing to the Event Organisers.

### 12. Conference venue

Hyatt Regency Sydney hotel  
161 Sussex Street, Sydney NSW 2000, Australia  
Tel: +61 (0)2 8099 1234  
Web: [www.sydney.regency.hyatt.com](http://www.sydney.regency.hyatt.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](mailto:info@techcon.com.au)  
Web: [www.techcon.com.au](http://www.techcon.com.au)

PROUDLY HOSTED BY:

