



The Australian Flexible Learning Framework's
Indigenous Engagement Project
End of the Year Forum
"Working Towards Better Practice"
Tuesday 5th December, 2006
Mercure Hotel, Brisbane

Carillon Conference Management (ABN 89 011 035 108)

Delegate Registration Form & Interim Tax Invoice
CLOSING DATE FOR REGISTRATIONS IS 24 NOVEMBER 2006

IMPORTANT: Register On-line at www.flexiblelearning.net.au/indigenousforum OR complete and return this form

1. Please complete each section
 2. A separate form must be used for each delegate
 3. Where appears, indicate preference with a
 4. A signature must appear on this form
 5. Return this form by post to:
INDIGENOUS ENGAGEMENT END OF YEAR FORUM
PO Box 177. RED HILL QLD 4059, AUSTRALIA
or FAX it to: 07 3369 3731
- Enquiries regarding registration, please call 07 3368 2644 or email – indigenous@ccm.com.au
Enquiries regarding the program please call 07 3307 4707 or email – indigenous@flexible.net.au

1. DELEGATE DETAILS – please complete all details

Delegate name: _____
Mr/Ms/Dr etc First name Surname

Organisation: _____

Position: _____

POSTAL Address _____

City/region State/Province Post/Zip Code Country

Telephone: (_____) _____ Facsimile: (_____) _____

E-mail address: _____

Please indicate here if you do not wish to receive information from The Australian Flexible Learning Framework

2. CONFERENCE REGISTRATION – all Registration fees shown are payable in Australian Dollars (AUD) & include GST

Registration type	Cost in Australian Dollars All fees include 10% GST
<input type="checkbox"/> Full Registration - includes full day conference program - morning tea - lunch - afternoon tea	\$99.00 per person

Special discounts may be available to delegates wishing to attend the conference but need assistance to meet the costs of travel, accommodation and registration. If you would like to attend but need assistance, please contact Rhonda Appo or Rebekah Metekingi on telephone 07 3307 4707 or email - Rhonda.Appo@det.qld.gov.au or Rebekah.metekingi@det.qld.gov.au

3. A FEW QUESTIONS

How did you hear about the Forum? (please tick)

- Received information flyer
 Internet
 other, please specify _____

Are there any specific issues you would like on the conference program?

4. ACCOMMODATION RESERVATION REQUEST

- Mercure Hotel, 85-89 North Quay, Brisbane** Single Double Twin (2 separate beds) \$157.50 per room per night
 Ibis Hotel, 27-35 Turbot Street, Brisbane Single Double Twin (2 separate beds) \$121.50 per room per night

Please note there is a walkway between The Ibis Hotel and The Mercure Hotel for hotel guests

If Twin Sharing please indicate sharing person

(this also needs to be done on sharing persons registration form): _____

THE DATES YOU REQUIRE: Arrival (check-in) date: _____ **December 2006;** Departure (check-out) date: _____ **December 2006**

RESERVATION DEPOSIT - a deposit equal to one night's accommodation is required at time of booking – OR provide credit card details to confirm your room booking.

Deposit of either \$157.50 for The Mercure or \$121.50 for The Ibis included in attached payment, OR

Please guarantee my arrival on the following credit card. Note: Credit card details will be passed on to hotel – this deposit will not be charged to your credit card by the conference. Please note if you are paying your registration fees by credit card, you must complete your credit card details in this section if providing a credit card guarantee for your accommodation.

Card Type: American Express Diners Club MasterCard Visa

Name on Card: _____

Card Number: _____ **Expiry date:** _____/_____/_____

Cardholders Signature: _____

5. SPECIAL REQUIREMENTS

Please advise any special requirements (dietary or access needs, non-smoking room etc) so that appropriate arrangements can be made:

6. PAYMENT – full payment must accompany this form.

PAYMENT REQUIRED:

Delegate registration fees \$ _____

Accommodation deposit \$ _____ (only insert amount here if paying hotel deposit by cheque or cash)

TOTAL: \$ _____

PAYMENT METHOD:

Cheque/money order (Payable to Indigenous Engagement Forum) attached,

OR Please charge my credit card:

Card Type: American Express Diners Club MasterCard Visa

Name on Card: _____

Card Number: _____ **Expiry date:** _____/_____/_____

Cardholders Signature: _____

7. SIGNATURE – this form must be signed below.

Cancellations

All cancellations must be notified to the Secretariat in writing (surface mail, e-mail or facsimile transmission). Where notice of cancellation is received by the Secretariat on or before 24 November 2006, registration fees will be refunded. No refunds are available for any cancellations notified after 25 November 2006. Refund of accommodation deposits and/or pre-payments is at the discretion of the accommodation establishments.

Important

Delegates, accompanying persons and guests are advised to effect their own insurance to cover all risks including (but not limited to) costs of travel, accommodation, conference registration, injury/death, health and medical expenses, personal property and all other risks. The conference, host organisations and organisers will not be held liable for any claims under any circumstances.

I wish to register for the *Indigenous Engagement Project End of the Year Forum* and accept the registration terms:

Signed: _____ Date: _____/_____/_____

**PLEASE FAX COMPLETED FORM TO 07 3369 3731
OR POST TO
PO BOX 177, RED HILL Q 4059
REGISTRATION QUERIES – PLEASE CALL 07 3368 2644**