



CONFERENCE REGISTRATION FORM

The preferred method of registration is via the web at
www.chpconference.com.au

TAX INVOICE ABN: 20 005 475 007	Date:
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<p>This form enables you to:</p> <ul style="list-style-type: none"> ✓ register to attend the CHP Conference 2017 ✓ indicate attendance at the Welcome/Award and book tickets for guest ✓ pay for conference either by cheque, EFT or credit card <p>Please complete and return this form along with payment to: CHP Conference 2017 Office Think Business Events, Unit 17, 3 Westside Avenue, Port Melbourne VIC 3207 Phone: +61 3 9417 1350 Fax: +61 2 8610 2170 Email: chp@thinkbusinessevents.com.au</p>	<p>Important notes</p> <ul style="list-style-type: none"> ✓ all prices quoted are in Australian Dollars (AUD) and inclusive of Goods and Services Tax (GST). ✓ by completing this registration form you have read, understood and agreed to the cancellation policies and the privacy statement as stated on this form and the website ✓ please send all pages to conference office. ✓ please keep a photocopy for your record. One form per person.
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Contact details

<input type="checkbox"/> Mr <input type="checkbox"/> Ms <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Dr <input type="checkbox"/> Prof.					Other (please specify)				
Last name			First name						
Organisation									
Position									
Address									
Suburb/Town									
State			Country			Postcode			
Work phone ()			Work fax ()			Mobile			
Email									

Membership fee

Becoming a CHP member is the most effective way to support the work of Council to Homeless Persons to end homelessness; For more information about membership benefits see website <http://chp.org.au/about/chp-membership/>

Victorian member:	<input type="checkbox"/> \$150
Non-Victorian member:	<input type="checkbox"/> \$120
Concession member:	<input type="checkbox"/> \$60

I want to apply for a new individual or organisational membership. (Nominated individual to represent organisation at CHP AGM or special meetings)

Concession Type and card Number _____ Health Care Pension

Conference registration

Registration type	Early bird rate (up to 20 th July COB 2017)	Standard rate (after 20 th July 2017)
Member full registration	<input type="checkbox"/> \$580	<input type="checkbox"/> \$680
Non member full registration	<input type="checkbox"/> \$790	<input type="checkbox"/> \$895
Wednesday day registration	<input type="checkbox"/> \$390	<input type="checkbox"/> \$390
Thursday day registration	<input type="checkbox"/> \$390	<input type="checkbox"/> \$390
TOTAL	AUD	AUD

Achievement Awards Reception

The Achievement Awards Reception is included for delegates excluding day registrations.
If you are attending the Conference as a full delegate, you do not need to purchase a ticket for yourself. However, please indicate if you will be attending for catering purposes. For more information about the social function please visit the website. www.chpconference.com.au

13 September 2017 4:45pm-7:00pm Achievement Awards Reception Yes No

Additional function tickets for day registrations / partner/ guest

Achievement Awards Reception– I would like to purchase _____ tickets at **AUD \$70** (incl. GST)

Delegate Dietary Requirements

For catering purposes at the Conference and the Achievement Awards Reception, please indicate if you have any special dietary requirements

<input type="checkbox"/> Vegetarian	<input type="checkbox"/> Vegan	<input type="checkbox"/> Gluten Free	<input type="checkbox"/> Halal
<input type="checkbox"/> Allergy to nuts	<input type="checkbox"/> Lactose Intolerant	<input type="checkbox"/> No Seafood	<input type="checkbox"/> Other please specify

Guest Dietary Requirements

For catering purposes at the Achievement Awards Reception, please indicate if your guest have any special dietary requirements

<input type="checkbox"/> Vegetarian	<input type="checkbox"/> Vegan	<input type="checkbox"/> Gluten Free	<input type="checkbox"/> Halal
<input type="checkbox"/> Allergy to nuts	<input type="checkbox"/> Lactose Intolerant	<input type="checkbox"/> No Seafood	<input type="checkbox"/> Other please specify

Special Requirements for the Conference?

Please list any special requirements, i.e. wheel chair access etc. in the field below.

Wheel Chair Access Other Please specify:

How did you find out about the Conference?

<input type="checkbox"/> Colleague told me	<input type="checkbox"/> Website search	<input type="checkbox"/> Received information in the mail
<input type="checkbox"/> Journal advertisement	<input type="checkbox"/> Direct email notification	<input type="checkbox"/> Workplace notice board
<input type="checkbox"/> CHP website	<input type="checkbox"/> CHP e-news	<input type="checkbox"/> Other e- newsletter please specify
<input type="checkbox"/> APO website		

Payment

All payments must be made in Australian Dollars only and must include GST. **Charges paid by credit card will appear as "Think Business Events Pty Ltd" on your credit card statement.** Please transfer all sub totals from the sections above and check your calculations carefully.

Payment summary

Membership	\$
Conference registration	\$
Achievement Awards Reception	\$
TOTAL	\$

Method of Payment

All amounts in this brochure are in Australian dollars (AUD\$) and include **10% Goods and Services Tax (GST)**.

<input type="checkbox"/> Bank Transfer	Payment by Bank Transfer Bank transfers payable in AUD\$ Bank Name: National Australia Bank Account name: Think Business Events ATF CHP Bank Address: Cnr Liverpool and Castlereagh, Sydney, Australia	Swift Code: NATAAU3303M BSB: 082-401 Account Number: 33-070-4326 Reference: Delegates Surname/Invoice Number
<input type="checkbox"/> Cheque	Cheques / bank transfers payable in AUD\$ to "Think Business Events ATF CHP"	
<input type="checkbox"/> Credit Card	<input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> Diners <input type="checkbox"/> American Express.	
Card Holder Name		CCV Number
Card Number		Expiry Date /
Signature		

TERMS & CONDITIONS

REGISTRATION CONDITIONS
Cancellation Statement: Cancellations received in writing at the Conference Office by 14 August 2017 will be accepted and all fees refunded less an administrative fee of AUD \$100. Cancellations received after this date cannot be accepted and will not be refunded.
Transfer of registration: Transfer of your registration to another person is acceptable. The full name and details of the person that will replace you must be advised in writing to the Conference Office prior to the Conference.
Non-attendance: No refunds will be made for non-attendance at the Conference.
NOTES
 1. To qualify for **early bird registration**, registration fees must be received by 20 July 2017. Registration fees are based on date of payment receipt, not the date of receipt of registration form.
Social events conditions
Cancellation statement: Cancellations received in writing at the Conference office by 14 August 2017 will be accepted and all costs refunded. Cancellations received after this date cannot be accepted and will not be refunded.

PRIVACY STATEMENT

CHP Conference 2017 (the conference) is bound by and committed to supporting the Australian Privacy Principles (APPs) set out in the Australian Privacy Act 1998.

USE OF PERSONAL INFORMATION
 The Conference will collect and store information you provide in this Registration Form for the purposes of enabling us to:

- register your attendance at the Conference;
- assist with administrative and planning purposes;
- plan and develop Conference and other events in the future;
- facilitate your requirements in relation to the Conference; and
- allow the compilation and analysis of statistics relevant to the Conference.

The information that you provide in the Registration Form and information provided at any other time during the Conference, including without limitation any feedback obtained during the Conference, will be used by the Conference to offer, provide and continue to improve its conferences and other services.

CONFERENCE DELEGATE LIST
 The Conference will produce a Delegate List of all delegates for supply to all registered attendees and exhibitors at the Conference. The Delegates List will contain delegate's name, affiliation and location (state or country) only. Registrants may withhold consent for inclusion of their contact details list by notifying the Conference Office chp@thinkbusinessevents.com.au in writing by 14 August 2017. Otherwise your name, affiliation and location (state or country) only will be included in the list.

DISCLOSURE OF PERSONAL INFORMATION TO THIRD PARTIES
 The Conference may disclose some of the information that is collected in the Registration Form such as your name, organisation and its location and your email address to Conference sponsors and exhibitors for marketing purposes. The Conference will not otherwise, without your consent, use or disclose your personal information for any purpose unless it would reasonably be expected that such purpose is related to the offer, provision and improvement of the Conference or where such purpose is permitted or required by law. Registrants may withhold consent for disclosure of their contact details to sponsors or exhibitors by notifying the Conference Office chp@thinkbusinessevents.com.au in writing by 14 August 2017.
 By registering for this Conference, all registrants grant permission to CHP 2017, the association and its agents, to take photographs at the Conference to reproduce and to distribute in association educational, news or promotional materials and other association publications, whether in print, electronic or other media, including the Conference website.
 By participating in the Conference you permit the association to use, reproduce and distribute photographs taken of you for such purposes and waive your legal rights to pursue any cause of action against CHP 2017 related to such photographs. If you have any concerns regarding the use of photographs taken of you during the Conference, please contact +61 3 9417 1350 or chp@thinkbusinessevents.com.au before close of business on 14 August 2017.
 It is understood these images may be used for promotional, news, on-line/multimedia, research and/or educational purposes by and for CHP 2017. Attendees agree that they are not entitled to remuneration, residuals, royalties or any other payment from CHP 2017 in respect of their image/likeness or its use. Attendees release, discharge, and hold harmless, CHP 2017 and its agents from any and all claims, demands or causes of actions that they may hereafter have by reason of anything contained in the photographs or video. Should an attendee not agree to the above image release, they must advise the Conference Office.

I have read and understood the terms & conditions. Signature: _____

