

The preferred method of registration is via the web at: [www.omepaustralia.com.au](http://www.omepaustralia.com.au)  
Otherwise, please complete this form.

# Congress Registration Form

XXIV World Congress of OMEP  
TAX INVOICE  
OMEP Australia  
ABN: 97 060 578 092

Please print in block letters and keep a photocopy for your record. One form per person please. Note that all prices quoted are in Australian dollars and are inclusive of Goods and Services Tax (GST).

By completing this registration form you have read, understood and agree to both cancellation policies and the privacy statement as stated on this form.

## Contact Details

Mr / Ms / Mrs / Miss / Dr / Professor / Other (please specify)

Surname \_\_\_\_\_ First Name \_\_\_\_\_

Organisation \_\_\_\_\_

Position \_\_\_\_\_

Address \_\_\_\_\_

Town/City \_\_\_\_\_ Country \_\_\_\_\_ Zip/Postcode \_\_\_\_\_

Bus Telephone \_\_\_\_\_ Bus Fax \_\_\_\_\_

Mobile Telephone \_\_\_\_\_ Home Telephone \_\_\_\_\_

Email \_\_\_\_\_

Please specify if you are a current financial OMEP Member  Yes  No

Language/s Spoken  English  French  Spanish

## Congress Registration (inclusive of GST and in Australian Dollars)

<input type="checkbox"/> <b>Full Registration</b> (includes morning and afternoon teas, lunches and Welcome Reception)	<b>Early Bird</b> (paid by 30/04/04)	<b>Regular</b> (paid after 30/04/04)
<input type="checkbox"/> Australian Registration	<b>AUD\$725.00</b>	<b>AUD\$825.00</b>
<input type="checkbox"/> International Registration	<b>AUD\$795.00</b>	<b>AUD\$895.00</b>
<input type="checkbox"/> *Full Time Student Registration Student Number: (The number of Student Registrations are limited).		<b>AUD\$325.00</b>
<input type="checkbox"/> <b>Day Registration</b> (includes morning and afternoon tea and lunch) Please indicate which day you would like to register for: <input type="checkbox"/> Thursday <input type="checkbox"/> Friday		<b>AUD\$325.00</b>
<input type="checkbox"/> Day Registration (Saturday only)		<b>AUD\$275.00</b>

\*To take advantage of the Student Registration fee, you must be a full time student at the time of the Congress and be able to show suitable ID when registering on site at the Congress.

**Congress Registration Sub Total A\$** \_\_\_\_\_

Preferred Name for Badge: \_\_\_\_\_

## Privacy Statement

OMEP Australia is bound by, and committed to supporting the National Privacy Principles (NPPs) set out in the Privacy Amendment (Private Sector) Act 2000.

OMEP Australia will collect and store information you provide on this Registration Form for the purposes of enabling us to register your attendance at the Congress, to assist with administrative and planning purposes and for future planning and development of OMEP Australia Congresses and other events, to facilitate your requirements in relation to the Congress, and to allow the compilation and analysis of statistics.

The information that you provide on the Registration Form and information provided at any other time during the Congress, including without limitation any feedback obtained during the Congress, will be used by OMEP Australia to offer, provide and continue to improve its Congresses and other services. OMEP Australia may disclose some of the information that is collected on the Registration Form such as your name, organisation and its location and your email address to other Congress delegates and (unless you object in writing to us) to Congress sponsors and exhibitors for marketing purposes.

OMEP Australia 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 OMEP Australia Congresses or where such purpose is permitted or required by law.

**Inclusive Social Function** (Welcome Reception)

(included in registration)

Refer to the Social section at [www.omepaaustralia.com.au](http://www.omepaaustralia.com.au) for full details.

The following Social Function is included in the cost of the Congress registration fee. For catering purposes, please indicate if attending.

**Welcome Reception****Wednesday 21 July** Yes No**Time: 1800-1930****Optional Social Functions**

(not included in registration fee)

Refer to the Social section at [www.omepaaustralia.com.au](http://www.omepaaustralia.com.au) for full details.

The following Social Functions are not included in the cost of the Congress registration fee. If you would like to purchase tickets to these functions, please indicate the number of tickets required below. (Please note: numbers are limited)

**Congress Dinner – Thursday 22 July**

No. of tickets: \_\_\_\_\_ x AUD\$95.00 = AUD\$ \_\_\_\_\_

Name of additional attendee/s: \_\_\_\_\_

Do you require transport to the dinner, to and from the Carlton Crest?

 Yes No**International Evening – Friday 23 July**

No. of tickets: \_\_\_\_\_ x AUD\$15.00 = AUD\$ \_\_\_\_\_

Name of additional attendee/s: \_\_\_\_\_

**Literary Lunch – Friday 23 July**

Places for this function are limited so please book early.

No. of tickets: \_\_\_\_\_ x AUD\$45.00 = AUD\$ \_\_\_\_\_

Name of additional attendee/s: \_\_\_\_\_

**Optional Social Function Tickets Sub Total A\$** \_\_\_\_\_**Home Hosted Dinner and Home Stay Program****Home Hosted Dinner – Saturday 24 July**

This is an optional function and is free of charge. Places are limited.

Do you wish to participate in the Home Hosted Dinner  Yes No

If yes, please indicate the number of participants and their names below:

Number of participants: \_\_\_\_\_

Name of participant/s: \_\_\_\_\_

**Home Stay Program**

There may be opportunities for some delegates to stay in a private home in one of the States or Territories, to have an Australian life-style experience, following the World Congress, for a few days. If this option is available, please indicate if you are interested.

 Yes – I would be interested in the Home Stay Program No – I am not interested in the Home Stay Program**Dietary Requirements**

Please indicate if you have any special dietary requirements: \_\_\_\_\_

Please indicate if your guest/s have any special dietary requirements and what social function each is attending: \_\_\_\_\_

## Educational Tours

Tour No.	Tour Name	Date	Tour Time	Cost	No of Tickets	Total Cost
Tour A	Early Childhood Services	Wednesday 21 July	0900 – 1600	AUD\$50.00		
Tour B	Community Playgrounds – Indigenous Culture and Art	Wednesday 21 July	0930 – 1530	AUD\$50.00		
Tour C	All About Books	Wednesday 21 July	0930 – 1600	AUD\$50.00		
Tour D	Bilingual & Bicultural Early Childhood Programs	Wednesday 21 July	0900 – 1600	AUD\$50.00		
Tour E	Outdoor Environments – places for learning	Wednesday 21 July	0930 – 1600	AUD\$50.00		
Tour F	Early Learning Centres	Wednesday 21 July	0900 – 1330	AUD\$30.00		
Tour G	Royal Children’s Hospital	Wednesday 21 July	0930 – 1330	AUD\$30.00		
Tour H	Early Childhood Programs at the Museum	Wednesday 21 July	1300 – 1600	AUD\$30.00		
Tour H	Early Childhood Programs at the Museum	Monday 26 July	1300 – 1600	AUD\$30.00		
Tour I	Koori Open Door Education	Monday 26 July	0930 – 1300	AUD\$30.00		
Tour J	Maternal and Child Health – Community Wellbeing	Monday 26 July	0930 – 1300	AUD\$30.00		

Name of attendee/s: \_\_\_\_\_

**Educational Tours Sub Total A\$** \_\_\_\_\_

## Accommodation

Delegates who wish to book accommodation at the hotel venue should complete this section of the Registration Form. Accommodation bookings can be accepted by the Congress Office up to **Friday 18 June 2004**. Delegates will need to make their own accommodation arrangements after this date. Rates listed are per room per night and include GST.

Refer to the Accommodation section at [www.omepaaustralia.com.au](http://www.omepaaustralia.com.au) for full details.

Please indicate your preference:

Rating	Name	Room Type AUD\$ Rate per room per night	
		Double (one bed)	Twin (two beds)
4.5	Carlton Crest (Congress venue)	<input type="checkbox"/> Standard Room \$110	<input type="checkbox"/> Standard Room \$110
		<input type="checkbox"/> Standard Room with breakfast (for up to two people) \$130	<input type="checkbox"/> Standard Room with breakfast (for up to two people) \$130
		<input type="checkbox"/> Corporate Room \$140	<input type="checkbox"/> Corporate Room \$140
		<input type="checkbox"/> Corporate Room with breakfast (for up to two people) \$160	<input type="checkbox"/> Corporate Room with breakfast (for up to two people) \$160
		<input type="checkbox"/> Executive Room \$210 including breakfast for up to two people	
4.5	Ramada Hotel & Suites	<input type="checkbox"/> One Bedroom Apartment Suite \$159 (up to 4 guests)	<input type="checkbox"/> Two Bedroom Apartment Suite \$199
3	Hotel Claremont Budget Guest House	<input type="checkbox"/> Standard Room (single only) \$62 with Continental Breakfast	<input type="checkbox"/> Twin Room \$72 with Continental Breakfast for one.

2nd Preference, if first choice is not available \_\_\_\_\_

3rd Preference, if first & second choice is not available \_\_\_\_\_

Note: Hotel bookings will only be accepted if accompanied by a minimum of one night’s tariff as deposit.

**Accommodation Sub Total A\$** \_\_\_\_\_

Payment of this 1st night deposit will secure your reservation. The rates per room per night are inclusive of GST. However the GST will be oncharged by the hotel, as we will forward this deposit to the hotel on your behalf.

## Accommodation (continued)

Any Special Requirements \_\_\_\_\_

I have arranged to share with \_\_\_\_\_

**Arrival:** Day In \_\_\_\_\_ /7/04 (check in 2:00pm onwards) Time of arrival: \_\_\_\_\_ am / pm

**Departure:** Day Out \_\_\_\_\_ /7/04 (check out approximately 10:00am)

### Change of Booking

Any change to a reservation must be notified in writing to the Congress Office and not directly to the hotel.

### Refund/Cancellation

Unless notification of cancellation is received in writing **thirty** days prior to arrival date, the accommodation deposit will be forfeited in all instances.

## Payment Summary

Please transfer all sub totals from the sections above and check your calculations carefully.

Congress Registration	AUD\$
Optional Function Tickets	AUD\$
Educational Tours	AUD\$
Accommodation	AUD\$
<b>TOTAL PAYMENT</b>	<b>AUD\$</b>

### Method of Payment:

Cheque  Bank Draft (cheques/bank drafts payable in AUD\$ to "**OMEP Australia**")

Credit Card:  Bankcard  MasterCard  Visa  American Express  Diners

Cardholder's Name \_\_\_\_\_ Expiry Date \_\_\_\_\_

Card No. \_\_\_\_\_ Signature \_\_\_\_\_

If paying by credit card, registrations can be made by facsimile or via the website.

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

### Cancellation Statement

Cancellations received in writing at the Congress Office by Friday 18 June 2004 will be accepted and all fees refunded less an AUD\$100 administrative fee. Cancellations received after this date cannot be accepted and will not be refunded, however 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 Congress Office prior to the Congress. No refunds will be made for non-attendance at the Congress.

Please complete and return this form to:

Congress Office  
The Meeting Planners Pty Ltd  
91-97 Islington Street  
Collingwood VIC 3066  
AUSTRALIA

If you require additional information contact:

Website: [www.omepaustralia.com.au](http://www.omepaustralia.com.au)  
Ph: +61 3 9417 0888  
Fax: +61 3 9417 0899  
Email: [omep@meetingplanners.com.au](mailto:omep@meetingplanners.com.au)