

# Delegate Registration Form – Page 1 of 4

Secure online registration is also available at [www.mindinganimals.com](http://www.mindinganimals.com) if paying by MasterCard or visa. If you are paying by EFT, please register online and select 'Registration without Payment' – an invoice will then be sent to you for payment within 14 days. If you are paying by cheque, please complete this registration form and return by mail with your cheque to PO BOX 116, Salamander Bay NSW 2317 (cheques payable to Tulips/ Minding Animals). This completed registration form is a Tax Invoice for the purposes of the Australian GST after payment is received. Please complete all sections of this form – **one delegate per form only**.



## DELEGATE INFORMATION

Title (Prof/Dr/Mr/Mrs/Miss/Ms): ..... Family Name: .....  
 Given Name: ..... Name for Name Badge: .....  
 Company Name: ..... Position Held: .....  
 Address: .....  
 City: ..... State: ..... Country: .....  
 Tel: ( ..... ) ..... Fax: ( ..... ) .....  
 Mobile: ( ..... ) ..... Email: .....

If travelling from overseas please complete the below information to assist with visa processing.

Nationality: ..... Passport Number: .....  
 Passport Expiry Date: ..... Country of Issue: .....

**Please indicate any dietary requirements / special needs you may have:**  
 .....

**In case of emergency please contact:**

Name: ..... Tel: .....

## REGISTRATION FEES (AUD inclusive of GST)

FULL REGISTRATIONS	Until 5 Mar 09	Until 3 July 09	From 4 July	TOTAL COST
Full Delegate Registration	\$650.00	\$750.00	\$850.00	\$ .....
Student Registration*	\$600.00	\$700.00	\$800.00	\$ .....

\*Student Number (if applicable): ..... \*Please attach a photocopy (front and back) of a valid student card

### PARTIAL REGISTRATIONS

Day Registration (per day)	\$125.00	\$145.00	\$165.00	\$ .....	
<input type="radio"/> Mon	<input type="radio"/> Tues	<input type="radio"/> Wed	<input type="radio"/> Thurs	<input type="radio"/> Fri	<input type="radio"/> Sat

**A: REGISTRATION FEES TOTAL \$ \_\_\_\_\_**

## ACCOMPANYING PERSON INFORMATION

**NAME OF GUEST FOR SOCIAL &/OR TOURING TICKETS:**

Title (Prof/Dr/Mr/Mrs/Miss/Ms): ..... Family Name: .....  
 Given Name: ..... Name for name badge: .....  
 Dietary Requirements / Special Needs: .....

If travelling from overseas please complete the below information to assist with visa processing.

Nationality: ..... Passport Number: .....  
 Passport Expiry Date: ..... Country of Issue: .....

## SOCIAL EVENTS (AUD inclusive of GST)

PLEASE TICK ALL THAT APPLY	Full Delegate	Day Delegate	Guest	TOTAL COST
Welcome Reception – Sun 12 July 09	<input type="radio"/> No charge	<input type="radio"/> @ \$60.00	<input type="radio"/> @ \$60.00	\$ .....
Conference Dinner – Wed 15 July 09	<input type="radio"/> @ \$90.00	<input type="radio"/> @ \$90.00	<input type="radio"/> @ \$90.00	\$ .....
Seminar Series Dinner – Fri 17 July 09	<input type="radio"/> @ \$80.00	<input type="radio"/> @ \$80.00	<input type="radio"/> @ \$80.00	\$ .....

**B: SOCIAL EVENTS TOTAL \$ \_\_\_\_\_**

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DELEGATE NAME \_\_\_\_\_

## CONFERENCE TOURING (AUD inclusive of GST)

	Delegate Ticket	Guest Ticket	TOTAL COST
<b>Sunday 12 July 2009 – One option per person only</b>			
Bushwalking/Birdwatching, Hunter Wetlands	<input type="radio"/> @ \$45.00	<input type="radio"/> @ \$45.00	\$ .....
Canoeing, Hunter Wetlands	<input type="radio"/> @ \$45.00	<input type="radio"/> @ \$45.00	\$ .....
Hunter Valley Wineries Tour	<input type="radio"/> @ \$60.00	<input type="radio"/> @ \$60.00	\$ .....
Whale/Dolphin Watching –10.00 am	<input type="radio"/> @ \$60.00	<input type="radio"/> @ \$60.00	\$ .....
Whale/Dolphin Watching –1.30 pm	<input type="radio"/> @ \$60.00	<input type="radio"/> @ \$60.00	\$ .....
<b>Wednesday 15 July 2009 –One option per person only</b>			
Blackbutt Wildlife Reserve	<input type="radio"/> @ \$35.00	<input type="radio"/> @ \$35.00	\$ .....
RSPCA Shelter Visit	<input type="radio"/> @ \$35.00	<input type="radio"/> @ \$35.00	\$ .....
<b>Sunday 19 July 2009 – One option per person only</b>			
Bushwalking/Birdwatching, Hunter Wetlands	<input type="radio"/> @ \$45.00	<input type="radio"/> @ \$45.00	\$ .....
Canoeing, Hunter Wetlands	<input type="radio"/> @ \$45.00	<input type="radio"/> @ \$45.00	\$ .....
Whale/Dolphin Watching –10.00 am	<input type="radio"/> @ \$60.00	<input type="radio"/> @ \$60.00	\$ .....
Whale/Dolphin Watching –1.30 pm	<input type="radio"/> @ \$60.00	<input type="radio"/> @ \$60.00	\$ .....
<b>Tuesday 21 - Saturday 25 July 2009</b>			
Litchfield & Hawk Dreaming KakaduTour	<input type="radio"/> @ \$1670.00	<input type="radio"/> @ \$1670.00	\$ .....
<b>C: CONFERENCE TOURING TOTAL \$</b>			_____

## BUS TRANSFERS (AUD inclusive of GST)

If you wish to book a seat on one of the buses transferring between certain hotels and the conference venue please select below. Buses cost AUD \$3.00 per day (\$5.00 for Hotel Formule1). Please note buses will only run those hotels that are NOT within walking distance (more than 20 mins) from Civic Precinct.

If you require transfers please indicate which days are required:

Mon     Tues     Wed     Thurs     Fri     Sat

Hotel / Motel	Cost per Day	No. of days	Total Cost
Backpackers by the beach	\$3.00	.....	\$ .....
Hospitality Inn	\$3.00	.....	\$ .....
Mayfield Motel	\$3.00	.....	\$ .....
Newcastle Backpackers	\$3.00	.....	\$ .....
Newcastle Beach YHA	\$3.00	.....	\$ .....
Noahs on the Beach	\$3.00	.....	\$ .....
Sovereign Inn	\$3.00	.....	\$ .....
Travellers Motor Village	\$3.00	.....	\$ .....
<b>D: TRANSFERS TOTAL</b>			<b>\$</b> _____



**DELEGATE NAME** \_\_\_\_\_

## ACCOMMODATION

Accommodation blocks will be released back to the hotels on June 12, 2009. After this time, the negotiated accommodation rates cannot be guaranteed.

Rates are given in Australian dollars (AUD), and do not include GST until the time of arrival. Rates are quoted on a per room per night basis. They do not include breakfast except where indicated.

To secure your reservation a deposit of one night's\* accommodation is required. The remainder of the account will need to be settled in full upon departure from the hotel. If you would like to prepay your accommodation in full, please select the option below. \*Boulevard on Beaumont requires full pre-payment 30 days prior to arrival.

Any cancellation charges imposed by accommodation providers will be payable by the participant. Your deposit is will be forfeited if you do not arrive on the date for which you have booked. Cancellations must be in writing.

I will make my own accommodation arrangements:

- I will be staying at: ..... (hotel/motel name)
- I will be staying with friends / family
- I am a local resident

Please book accommodation as selected below

Arrival/check in date: ..... Departure/check out date: ..... Total no. nights required: .....

Estimated arrival time: ..... Estimated departure time: .....  Single  Double  Twin  Triple

No. Adults: ..... No. Children: ..... Age of Children: .....

If sharing with other delegate(s) please advise name(s):.....

Please indicate any special accommodation requirements (subject to availability e.g. cot, roll away bed, etc)

.....

**Please select 3 accommodation options in order of preference**

1) Name of Hotel: ..... Room Type: ..... Rate per night:.....

2) Name of Hotel: ..... Room Type: ..... Rate per night: .....

3) Name of Hotel: ..... Room Type: ..... Rate per night:.....

**E: NEWCASTLE ACCOMMODATION TOTAL \$** \_\_\_\_\_

If you wish to book the City Crown Motel Sydney before or after the conference please complete the section below.

Arrival/check in date: ..... Departure/check out date: ..... Total no. nights required: .....

Estimated arrival time: ..... Estimated departure time: .....

No. Adults: ..... No. Children: ..... Age of Children: .....

If sharing with other delegate(s) please advise name(s):.....

Please indicate any special accommodation requirements (subject to availability e.g. cot, roll away bed, etc)

.....

Room Type: ..... Rate per night: .....

**F: SYDNEY ACCOMMODATION TOTAL \$** \_\_\_\_\_

I have included a payment of \$ ..... for my accommodation in my Cheque / EFT payment

Please give the Credit Card details below to the hotel as a guarantee for my accommodation

Please give the Credit Card details below to the hotel and request they charge:

- 1 nights deposit in advance of my arrival
- Total accommodation charges in advance of my arrival

**MasterCard**                       **Visa**                                       **American Express**

Card Number:                      □□□□ □□□□ □□□□ □□□□

Expiry Date:                      □□/□□

CCV / AMEX ID Number:        □□□□

Card Holders Name (Please Print): .....

Card Holders Signature: .....

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DELEGATE NAME \_\_\_\_\_

## PAYMENT OPTIONS

<b>A: REGISTRATION FEES</b> .....	\$ _____
<b>B: SOCIAL TICKETS</b> .....	\$ _____
<b>C: TOURING OPTIONS</b> .....	\$ _____
<b>D: TRANSFERS</b> .....	\$ _____
<b>E: NEWCASTLE ACCOMMODATION (Cheque/EFT payments only)</b> .....	\$ _____
<b>F: SYDNEY ACCOMMODATION (Cheque/EFT payments only)</b> .....	\$ _____
<b>TOTAL</b> .....	\$ _____

**Registrations will not be processed or confirmed until payment is received**

**Payment has been made by EFT** to the account listed below.  
 (Please send a copy of the transfer record to [mindinganimals@pco.com.au](mailto:mindinganimals@pco.com.au) or fax to 02 4984 2755.  
**Bank:** Westpac, Magnus Street, Nelson Bay, NSW  
**BSB Number:** 032533  
**SWIFT Code:** WPACAU2S  
**Account Number:** 185403  
**Account Name:** Tulips/Minding Animals

**Cheque**  
 Please forward a cheque in Australian Dollars (AUD) payable to Tulips/ Minding Animals along with this completed form to the address below.

**MasterCard**                       **Visa**

Card Number:           

Expiry Date:              /

CCV Number:           

Card Holders Name (Please Print): .....

Card Holders Signature: .....

**Please send a copy of this completed form to: **Minding Animals 2009 Conference Secretariat****  
 Tulips Meetings Management  
 PO Box 116, Salamander Bay, NSW, 2317 Australia  
 Fax: (02) 4984 2755  
 Email: [mindinganimals@pco.com.au](mailto:mindinganimals@pco.com.au)

**Cancellation -** Cancellations must be made in writing to the Conference Secretariat. Cancellations received before 13 May 2009 will be refunded less an administration fee of \$110.00. From 13 May to 13 June 2009 the cancellation fee will be \$220.00. Cancellations made after this date will not be eligible for a refund, however, registrations may be transferred. Deposits for accommodation will be refunded up to 30 days before the arrival date. After this time refunds will be at the discretion of the hotel.

**Privacy -** A listing of delegate contact details will be issued to all delegates and sponsors. If you do not want your details included on this list, please advise the Conference Secretariat in writing.

**Disclaimer -** The conference organizer reserves the right to substitute or cancel program sessions where necessary. Neither the conference committee or conference organiser is liable for non-delivery of services beyond their control.

<b>OFFICE USE ONLY:</b> PIN: _____	Date Received: _____	Amount Received: _____
<input type="radio"/> Cheque <input type="radio"/> EFT <input type="radio"/> Credit Card	Cheque No: _____	Drawer: _____
Bank: _____	Branch: _____	Date Conf Sent: _____