



REGISTRATION FORM

1. Return completed form with accompanying payment to: On Q Conference Support, PO Box 3711, Weston Creek ACT 2611
2. A separate form must be used for each delegate.
3. Delegates may also REGISTER ONLINE by accessing the website <http://www.cdaa.org.au>

TAX INVOICE
ALL PRICES INCLUDE GST
ABN 81 053 778 740

SECTION 1: PERSONAL DETAILS

Title: _____ First name: _____ Surname: _____
 Position: _____ Organisation: _____
 Address: _____ City: _____ State: _____ Postcode: _____ Country _____
 Telephone: (w) _____ (Mobile/Home) _____ Fax: _____
 Email: _____ Accompanying Guest _____

Privacy: Your organisation and email details as given in this form (and any subsequent amendment) will be included in the Delegate List produced for the Conference which may be supplied to organising bodies, sponsors, exhibitors and delegates attending the Conference.

Please tick if you **do not** consent to having your details included on the 2011 Conference Delegate List.

SECTION 2: SPECIAL REQUIREMENTS

Dietary: _____ Mobility: _____

SECTION 3: REGISTRATION FEES

Conference commences at 4.45pm on Tuesday 26 April. Registration entitlements are noted below. For more detail refer to the Conference pages on the CDAA website - www.cdaa.org.au

- **Early Bird and Standard Registration** includes daily catering, the Welcome Reception and the Conference Dinner but excludes the pre-conference Masterclass and Workshops.
- **Corporate Registration** (5+ Delegates) rate is only available until close of early bird, 22 February 2010. To utilise this registration category, all delegates MUST be from the same organisation and must all register within the early bird cut off date and within a reasonable time frame of each other.
- **Day Registration** includes daily catering but does not include attendance at any of the Conference social functions. Day Registrants may attend these functions by ticking the appropriate function box and including the cost with the final payment.
- **Exhibitor Extra Registration** includes 4 days attendance and daily catering including the Welcome Reception. This registration does not include the Conference Dinner. Exhibitor Extra Registrants wishing to attend the Conference Dinner, may attend this function by ticking the appropriate box below and including the cost with the final payment.

CDAA Conference Rates

Fees are stated in \$AUD and are inclusive of GST

| | Early Bird Before 22 Feb 2011 | Standard Rate After 22 Feb 2011 | Daily Rates <input type="checkbox"/> Tue <input type="checkbox"/> Wed <input type="checkbox"/> Thu <input type="checkbox"/> Fri |
|--|----------------------------------|------------------------------------|--|
| CDAA Member | <input type="checkbox"/> \$750 | <input type="checkbox"/> \$840 | <input type="checkbox"/> \$330 |
| Non CDAA Member | <input type="checkbox"/> \$870 | <input type="checkbox"/> \$970 | <input type="checkbox"/> \$420 |
| IAEVG Member | <input type="checkbox"/> \$770 | <input type="checkbox"/> \$870 | N/A |
| Corporate Registration (5+ delegates from same organisation) | <input type="checkbox"/> \$740 | N/A | N/A |
| Full Time Students | | <input type="checkbox"/> \$620 | <input type="checkbox"/> \$270 |
| Exhibitor Extra Registration - does not include Conference Dinner <i>(Please use the Industry Registration form for booth bookings which includes attendance for one delegate including Conference Dinner)</i> | | <input type="checkbox"/> \$485 | N/A |
| Presenter Registration <i>(Applies to a maximum of TWO presenters for any one workshop or research paper)**</i> | | <input type="checkbox"/> \$750 | <input type="checkbox"/> \$330 |

**Please advise the Workshop Session you are presenting at: _____

- **Pre-conference Program** - Please refer to the CDAA website for information on the Masterclass and pre-conference sessions before making your selection. Early booking is essential for these sessions.

Pre-conference Program Rates

Fees are stated in \$AUD and are inclusive of GST

| | Conference Delegate | Not attending Conference |
|--|--------------------------------|--------------------------------|
| Masterclass - Prof Mark Savickas (Tuesday 26 April, 9am-12pm) | <input type="checkbox"/> \$250 | <input type="checkbox"/> \$360 |
| Concurrent pre-conference sessions (Tuesday 26 April, 1pm-4pm) | <input type="checkbox"/> \$90 | <input type="checkbox"/> \$160 |

Please indicate your session: Sharing strategies to support the lone practitioner Research Forum Schools Best Practice Showcase

SECTION 4: ADVERTISING

Opportunity existings for organisations to advertise in the Conference Brochure or place items in Delegate satchels.

- **Conference Brochure Advertisements and Satchel insert opportunities**

Full Page \$660 Half Page \$440 Quarter Page \$220 Exhibitor Insert \$360 Non Exhibitor Insert \$560

Total Registration AUD \$ _____

Total Advertising AUD \$ _____

Please turn over for Social Functions and Accommodation Bookings



SECTION 5: SOCIAL FUNCTIONS

Social Functions are not included for Day Registrations or Accompanying Guests. Please note that you MUST indicate to attend the Conference Dinner as this is a ticketed event. If you do not indicate attendance by ticking the box, no ticket will be issued for you. *Please select early! Bookings MUST be made in advance. and we cannot issue tickets for functions within two days of the event.*

- **Welcome to Cairns (sponsored by GTA), Tuesday 26 April : 7.00pm to 8.00pm** (The Conference Program commences at 4.45pm, followed by the Welcome to Cairns).
 - YES, I wish to attend the Welcome to Cairns function as part of my registration. (Please note, this function provides drinks and light cocktail food only).
 - I would like to buy ___ additional tickets @ \$40 per person.
- **Australian Bush Bash, Wednesday 27 April : 7.00pm to 11.30pm** (Buffet meal at the Blue Sky Brewery, with a band and some subsidy for drinks).
 - YES, I would like to purchase _____ tickets @ \$50 to the Australian Bush Bash.
- **'Go Troppo' Conference Dinner, Thursday 8 April : 7.00pm for 7.30pm** (included in full registrations, however you MUST indicate attendance to be included in attendance).
 - YES, I will attend the 'Go Troppo' Conference Dinner as part of my registration
 - I would like to buy ___ additional tickets @ \$100 per person

Total Social Functions AUD \$ _____

SECTION 6: PRE- OR POST-CONFERENCE TOUR

Sunlover Cruises are offering CDA Conference delegates (booking through the conference registration) a special rate for the 4.5 hr cruise to the Outer Reef pontoon including a fantastic seafood buffet lunch. Please refer to the pre- and post-conference touring pages on the Conference webpage for more detail. Tours can be booked for any day during the dates Fri 22 April to Sun 1 May.

- **Great Barrier Reef** (Full day tour departing at 9.30am, with pick up from hotels at 8.30am and returning to dock at 5.30pm)
 - YES, I wish to purchase _____ tickets @ \$160 per person (retail price \$180).

Please nominate your day for cruising _____ (We will be in touch closer to the event to confirm pick up arrangements.)

Total Tours AUD \$ _____

SECTION 7: ACCOMMODATION

Please indicate your hotel/room preference by placing 1 and 2 on the lines provided. Every effort will be made to arrange for your first preference. Please note that bookings will only be accepted if a deposit (of 1 night's stay minimum) is paid. Any outstanding balance and incidentals are then to be fixed with the hotel upon check out. A full outline of the accommodation options and room styles can be found on the conference pages of the CDA website - www.cdaa.org.au (Hotels are listed below in no particular order).

Date In: _____ ETA: _____ Date Out: _____ Smoking Non-Smoking I will be accompanied by/have arranged to share with: _____

| Property | Room style | Room type (please circle) | Cost | Preference |
|---|---|--|----------|------------|
| The Sebel Cairns 17 Abbott St, Cairns 4870 www.cairnsinternational.com.au | City/Mountain view (includes one breakfast) | Single / Double / Twin | \$199.00 | _____ |
| | Harbour view (includes one breakfast) | Single / Double / Twin | \$229.00 | _____ |
| | Premium Harbour view (includes one breakfast) | Single / Double / Twin | \$249.00 | _____ |
| Hilton Cairns 34 Esplanade, Cairns 4870 www1.hilton.com | Guest room only (B'fast extra \$25.00 pp) | Single / Double / Twin | \$210.00 | _____ |
| Novotel Cairns Oasis Resort 122 Lake St, Cairns 4870 http://www.accorhotels.com | Standard Resort Room (B'fast extra \$19.00 pp) | Single / Double / Twin | \$160.00 | _____ |
| | Superior Pool View Room (B'fast extra \$19.00 pp) | Single / Double / Twin | \$190.00 | _____ |
| Park Regis City Quays Apartments 2-10 Lake St, Cairns 4870 http://www.parkregishotels.com.au | Hotel Room only | Single / Double | \$155.00 | _____ |
| | One Bedroom Suite | 1 x king bed or 2 x single beds | \$188.00 | _____ |
| | Two Bedroom Suite (dual keyed) | 1 x king bed, 1 x queen (or 2 x single beds) | \$263.00 | _____ |
| Park Regis Piermonde Apartments 2-10 Lake St, Cairns 4870 http://www.parkregishotels.com.au | Piermonde 2-Bedroom | 2-4 persons | \$283.00 | _____ |
| | Piermonde 3-Bedroom | 4-6 persons | \$324.00 | _____ |

Please complete the following:

- I will be paying for ___ night(s) and will settle any outstanding balance and incidentals
- Please process my credit card for the full amount of the booking.

Total Accommodation AUD \$ _____

ACCOMMODATION REFUND/CANCELLATION: Any cancellations of accommodation must be made in writing to the Conference Manager thirty days prior to the Conference (20 March 2011). Any cancellation made after this date, will be accepted, however the accommodation monies paid *may not be refunded* in all instances. *This is hotel policy.* Please note that if you provide credit card details and cancel after 20 March 2010, the hotel is also entitled to deduct one night's accommodation in lieu.

CONFERENCE CANCELLATION POLICY: All cancellations must be advised in writing. An administration fee of \$90 will be charged for cancellations. No refunds will be granted for cancellations after 20 March 2011. Neither CDA nor the Conference Organiser are responsible for any loss or damage as a result of alteration to the program, cancellations or postponement of the conference due to unforeseen occurrence or any other event that results in staging of the conference being impractical or impossible. If CDA is forced to cancel the conference due to unforeseen circumstances, it will only be liable to reimburse the conference fee. Delegates are encouraged to take out their own insurance as necessary to cover potential losses.

SECTION 8: PAYMENT SUMMARY

- Enclosed is my cheque (made payable to CDA2011)
- Direct Deposit (EFT) — Please indicate this preference and an invoice will be sent to you with bank deposit details.
To ensure we take your payment into account, please ensure you provide a receipt of your deposit to cdaa@onqconferences.com.au
- Please charge my credit card. VISA MC DINERS AMEX

Number on card: _____ / _____ / _____ / _____ Expiry date: ____ / ____

Name of cardholder: _____ Signature of cardholder: _____