

# Registration Form and Tax Invoice

ABN 49 008 627 727

**Date:** Thursday 4<sup>th</sup> December 2008 **Time:** 9:00am – 5:00pm **Venue:** Grand Hyatt Hotel, 123 Collins St, Melbourne

## Step 1: Registration Details

First Name: ..... Surname: .....

Position: ..... Company: .....

Email: ..... Phone: .....

*(Please attach details of any additional guests to this registration form)*

**Full payment is required prior to symposium.**

IPA Members (\$110 inc GST)

General Public (\$132 inc GST)

## Step 2: Payment Options

**Cheque** enclosed (payable to Institute of Public Affairs)

**Credit card (please tick)**  VISA  Mastercard  AMEX

Card Security Code (if using AMEX) .....

Card No. .... Expiry Date ...../.....

Card Holder's Name .....

Card Holder's Signature .....

Total amount to be charged on credit card \$.....

*(This form becomes a tax invoice/receipt upon payment. Please retain a copy for your records.)*

## Step 3: Registration

Please complete and return registration form to the IPA by COB Friday 28<sup>th</sup> November 2008.

Online: [www.ipa.org.au](http://www.ipa.org.au)

Phone: Please call Andy Poon on 03 9600 4744

Fax: 03 9602 4989

Post: Level 2, 410 Collins St, Melbourne VIC 3000

Email: [apoon@ipa.org.au](mailto:apoon@ipa.org.au)

### Additional Requirements and Information:

Cancellations are non-refundable however substitutions may be made at any time.

Please attach details of any dietary requirements to this form.

Event reminder email will be sent out one week prior to function – please ensure a valid email address is provided with registration.

The IPA will not provide any information obtained in this form to any other party.