



EVENT REGISTRATION FORM

Event: August Boardroom Lunch & Learn Workshop

Registration Contact: _____

Organisation: _____

Phone: _____

Email: _____

EVENT ENQUIRIES

Julianne De Groot
Event Coordinator
Phone: (07) 3832 3043

TO REGISTER RETURN FORM TO

Fax: (07) 3839 0438
Email: jdegroot@api.org.au
Mail: GPO Box 1673, Brisbane Q 4001

Attendee Names (including company and special dietary):

FULL NAME	COMPANY	SPECIAL DIETARY
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____
5. _____	_____	_____

TERMS AND CONDITIONS

On full payment, this form serves as a TAX INVOICE for GST purposes. Please note Women in Finance is not registered for GST and does not issued receipts for registration payment. ABN 66 450 732 775

Payment

Payment can be made by credit card or cheque. WIF do not accept AMEX or EFT payments. Payment details must be received at the time of registration and paid in full prior to event. Registration will not be confirmed unless full payment is made. Payment cannot be accepted at event. Forward cheque payments by mail. All payments will be manually processed post event and within 14 days of scheduled event date.

Registration and Cancellation Policy

Registrations are accepted in order of receipt to the maximum number of attendees, including unpaid registrations. A registration form received without payment is confirmation of attendance and will incur cancellation fees in accordance with the cancellation policy. A full refund will be issued to registrations cancelled in writing via email five (5) or more business days prior to event. Cancellations received within five (5) business days of event are non-refundable. Non attendance on the day of event will result in registration cancellation and registration fee is non-refundable. Registrations are fully transferable to another person, however, if a member transfers registration to a non-member the difference in registration fee is payable. Details regarding this event were confirmed and correct at the time of printing / promotion. WIF reserves the right to cancel, postpone or amend the event at any time if required. If the event is cancelled WIF's liability is limited to the refunding of registration fees. WIF does not accept responsibility for loss of travel and/or accommodation expenses.

PAYMENT DETAILS

Members - \$35.00 x _____ = \$ _____

TOTAL PAYABLE \$ _____

Enclosed is my cheque for \$ _____ made payable to "Women In Finance"

OR

Debit my Credit Card: Visa MasterCard

Card Number: _____

Expiry Date: ____/____

Name on card: _____

Signature: _____

**** WIF are unable to accept AMEX , Diners or EFT ****