# 31 OCTOBER – 2 NOVEMBER 2018

Registration closes 5pm, Monday 8 October 2018. Unless sold out prior!

STEP 1 – PLEASE PROVIDE YOUR CONTACT INFORMATION						
IPA member ID O Non Memb	er OPlease contact me	about the Special Non-Member Offer				
OMr OMrs OMiss OMs OOther, please state	Ρ	Postnom OAIPA OMIPA OFIPA				
First Name	Surname					
Organisation						
Postal Address						
Suburb/Town/City	State	Postcode				
Telephone	Mobile					
Email						
Delegate Preferred Name for Badge (e.g. Bob Smith)						
Special Requirements (mobility, dietary or otherwise)						
How did you hear about the Congress? <b>O</b> IPA Email <b>(</b>	O IPA Webpage O IPA Eve	ent OColleague OSocial Media				

**O** Other

### STEP 2 - PLEASE SELECT YOUR DELEGATE PACKAGE

	<b>EARLY BIRD RATE</b> (Register & Pay before 30 June 2018)	<b>MID YEAR SALE</b> (Register & Pay from 1 June 2018 to 31 August 2018)	<b>REGULAR RATE</b> (Register & Pay from 31 September 2018 to 8 October 2018)	<b>SOCIAL FUNCTION RSVP</b> Please tick which social functions you will be attending.
Deluxe Package	<b>O</b> Member \$1029	<b>O</b> Member \$1205	O Member\$1379	I will be attending
	O Non-Member \$1229	O Non-Member \$1405	O Non-Member \$1579	O Welcome Reception
				O Official Dinner
				O Farewell Party
Saver Package	O Member \$929	<b>O</b> Member \$1105	<b>O</b> Member \$1279	I will be attending
	O Non-Member \$1129	O Non-Member \$1305	O Non-Member \$1479	O Welcome Reception O Official Dinner
Basic Package	O Member \$829	<b>O</b> Member \$1005	<b>O</b> Member \$1179	No socials included
	O Non-Member \$1029	O Non-Member \$1205	O Non-Member \$1379	
Single Day	O Member \$529	O Member \$605	O Member \$679	No socials included
O Thur 1 Nov O Fri 2 Nov	O Non-Member \$705	O Non-Member \$705	O Non-Member \$799	



ABN 81 004 130 643



# **STEP 3 - OPTIONAL EXTRAS**

Additional Social Tickets (These are ideal for spouses, guests, single or basic delegate packages)

0	Welcome Reception Wed 31 Oct 6.00pm – 7.00pm	\$59 each	Qty	Name/s:
	0.0000000000000000000000000000000000000			Dietary Requirements:
0	Official Dinner Thu 1 Nov 7.00pm – 10.30pm	\$139 each	Qty	Name/s:
				Dietary Requirements:
0	Farewell Party Fri 2 Nov 7.00pm – 11.00pm	\$129 each	Qty	Name/s:
	7.00pm - 11.00pm			Dietary Requirements:

### Partner Excursions

0	The Rocks Walking Tour Wed 31 Oct 1.30pm – 3.00pm	\$59 each	Qty	Name/s:
0	Blue Mountains Day Tour Thu 1 Nov	\$89 adult	Qty	Name/s:
	7.45am – 6.30pm	\$60 child		
0	Taste of Australia (Parramatta/ Circular Quay) Fri 2 Nov 8.30am – 2.30pm	\$155 each	Qty	Name/s:

# Pre-Congress Workshops

There will be three concurrent sessions to choose from and	O Taxation Workshop	<b>O</b> \$175 each
will be held from 1.00pm to 5.00pm on Wednesday 31 October. More details will become available later in the year.	O SMSF Workshop	
Please choose one of the following:	O Non Technical Workshop	



# **STEP 4 - PAYMENT**

All amounts in this brochure are inclusive of GST. This form becomes a Tax Invoice upon payment. Please keep a copy for your records.

Delegate Package		\$			
Additional Social Tickets		\$			
Excursions		\$			
Pre-Congress Workshop		\$			
Less Deposit (Applies to those that have previously paid a deposit)	0	-\$149			
Promotional Code					
TOTAL PAYMENT (incl. GST)		\$			
<ul> <li>O I have read the cancellation terms and conditions.</li> <li>PAYMENT DETAILS</li> <li>O I have enclosed a cheque/money order payable to 'Institute of Public Accountants'</li> <li>O Please charge my OAmex O Mastercard O Visa</li> </ul>					
Card number Lange					
Cardholder Name		_			
Signature Date//		-			

### Don't have an electronic signature? Simply print off the form to sign off.

# STEP 5 - SUBMIT FORM

Return this registration form to Institute of Public Accountants Post: GPO Box 2578, Brisbane QLD 4001 Fax: 07 3229 8586 Email: <u>national.congress@publicaccountants.org.au</u> If you have any queries please call Joanna Spensley on 0434 492 283.

Booking Deadline & Confirmation

A confirmation email will be sent to you within 48 hours of the IPA receiving your registration. Please notify the IPA by phone or email if you do not receive a confirmation email within this timeframe. Congress registrations will close on 8 October 2018 unless sold out prior. Any registrations received after this date will be subject to availability. You will be required to hand in a copy of your confirmation upon registration at the event.

#### Conditions of Registration

IPA reserves the right to alter a program or specific presenter without notice, however, the program is intended to run as advertised. The IPA also reserves the right to refuse attendance should payment not be paid in full prior to the event. Furthermore, should Delegate's behaviour or conduct whilst at the event result in complaints, who in the opinion of IPA interferes with the rights of others, may be prohibited from the event by IPA.

#### Photography & Filming Consent

You consent to filming, sound recording and photography of the event as an attendee and consent to the use by IPA of any such recording or photography anywhere in the world for promotional and other purposes. Delegates who do not wish to be filmed or recorded should advise IPA staff at the registration desk or by emailing national.congress@publicaccountants.org.au

#### Privacy Statement and Cancellation Policy

The Institute of Public Accountants (IPA) acknowledges the importance of privacy and of safeguarding personal information. Any personal details provided to IPA will be protected in line with National Privacy Policy principles and the laws and regulations regarding such matters, as are applicable in Australia.

Cancellations up until 5pm, 28 September 2018 will be entitled to a full refund of any deposit and registration fees paid. All cancellations received in writing after 5pm, 28 September 2018 will be refunded less an AUD\$100 administrative fee. No refunds will be provided from the 3 September 2018. You may substitute a delegate in your place up until 3 September 2018. Failing that you will be entitled to receive the electronic course notes. All replacements and cancellations must be made in writing to <u>national.congress@publicaccountants.org.au</u>

Please note the IPA will not be held liable for any accommodation or associated travel costs should the event be cancelled or rescheduled. It is strongly recommended that Delegate's obtain sufficient travel insurance for this purpose.