

CONFERENCE REGISTRATION FORM

Tax Invoice – GST Registration Number 10-385-946

Please complete this form, take a copy for your records and forward it to the address below: If completing this form electronically please mark the boxes by clicking on the relevant one, it will automatically check. Please email to: moira@hardingconsultants.co.nz

Personal Information

First Name _____ Title Dr Mr Mrs Ms Miss Prof

Surname _____

Position/Title _____

Organisation _____

Postal Address _____

City _____ Post Code _____

Telephone () _____ Cellphone () _____

Email _____

Special Requirements (eg dietary, disabilities) _____

Name for name badge (if different from above) _____

Partner's Name if attending any functions _____

If you do not wish your name to be included in the delegate list please check the box

Registration Fees	Early Bird → 6 Feb 2015		Standard 7 -22 Feb 2015		Late 23 Feb 2015→		TOTAL
	Excl GST	Incl GST	Excl GST	Incl GST	Excl GST	Incl GST	
Conference Registration	\$760.87	\$875.00	\$856.52	\$985.00	\$943.48	\$1,085.00	\$
Life Member Registration	N/C	N/C	N/C	N/C	N/C	N/C	
Student Registration – Full Conference	\$200.00	\$230.00	N/A	N/A	N/A	N/A	\$
Young Professional – Full Conference	\$400.00	\$460.00	N/A	N/A	N/A	N/A	\$
Exhibitor Registration*^	\$413.04	\$475.00	\$500.00	\$575.00	\$586.96	\$675.00	\$
Single Day* Mon <input type="checkbox"/> Tues <input type="checkbox"/>	\$434.79	\$500.00	\$521.74	\$600.00	\$608.70	\$700.00	\$
Student Single Day > Mon <input type="checkbox"/> Tues <input type="checkbox"/>	\$100.00	\$115.00	N/A	N/A	N/A	N/A	\$
Young Professional > Mon <input type="checkbox"/> Tues <input type="checkbox"/>	\$200.00	\$230.00	N/A	N/A	N/A	N/A	\$
Non IPENZ TG Member Surcharge ♦	\$120.00	\$138.00	\$120.00	\$138.00	\$120.00	\$138.00	\$

♦ IPENZ Transportation Group Membership costs \$55.00+GST and IPENZ admin fee of \$45.00+GST

PLEASE NOTE: The non-member surcharge does not apply to IPWEA members.

* Excludes Social Function tickets ^ Excludes Session Attendance
> Includes 1 social function of your choice

Registration Fees Sub-Total (incl. GST)

\$

IPENZ Member Number _____

Full Registration Fees includes:

- Attendance at all conference sessions
- Bag and contents
- One ticket to the Welcome Function on Sunday evening
- Lunches – Monday and Tuesday
- Morning and afternoon teas - Monday and Tuesday
- One ticket to the Conference Dinner on Monday evening

Single Day Registrations include:

- Attendance at the conference sessions (for selected day)
- Bag and contents
- Lunch (for selected day)
- Morning and afternoon teas (for selected day)

Young Professional and Student Registrations include:

- Attendance at the conference sessions (for selected day)
- Bag and contents
- Single day registration includes your choice of 1 social function
- Lunch (for selected day)
- Morning and afternoon teas (for selected day)
- Full registration includes tickets to both social functions

Technical Tours - Sunday 22 March 4:00pm

(Please select one option)

- Option One: Airport Tour Option Two: Cycle Tour – Please specify your height: _____
- Option Three: CBD Anchor Projects Bus Tour Option Four: CBD Walking Tour

[Click here to view further details on the tours.](#)

Welcome Function – Sunday 22 March 2015

One ticket to this function is included in the full registration fee

- Yes; I will attend this function No; I won't attend this function

Additional Welcome Function ticket/s - Number of tickets _____ @ \$115.00 inc GST \$ _____

Conference Dinner – Monday 23 March 2015

One ticket to this function is included in the full registration fee

- Yes; I will attend this function No; I won't attend this function

Additional Conference Dinner ticket/s - Number of tickets _____ @ \$150.00 incl GST \$ _____

Accommodation

(Please note all room rates include GST of 15%)

Note: To make an accommodation booking, you must either pay a minimum of one night's deposit or provide a credit card number to guarantee this booking. No charges will be made to this card until you settle your own account on check out. If you prefer you may pay the full amount by invoice. If you wish to arrange a charge back facility this must be arranged between yourself and the hotel. **Check in is not available until 2pm.**

Rydges Latimer Christchurch

Standard Room - \$179.00 (prior to 22 Feb 2015) Standard Room - \$199.00 (after 22 Feb 2015)

Date of Arrival _____ Date of departure _____ Expected Check in Time _____

Please indicate if you require a queen or share twin room Queen Twin

If you are sharing the room please give the other person's name: _____

The conference has secured a block booking at the above hotel. Rooms will be allocated on a first-in basis until **Friday, 20 February 2015**, as long as there are rooms available. After that date, all unallocated rooms will be released and no guarantee can be made that rooms will be available. **Please advise Harding Consultants of any change to a reservation, rather than contacting the hotel itself.**

Credit card options for accommodation: Note you can choose to pay either a deposit or the full amount by invoice below

Credit card to secure hotel (room only charges) Credit card to secure hotel (room and incidentals)

Payment Summary

Method of Payment (please check the appropriate box) Credit Card Invoice me please

Registration Fees Sub-Total	\$ _____
Social Functions Sub-Total	\$ _____
Accommodation Deposit or Payment	\$ _____
Total	\$ _____

Credit Card Details

Please check card type MasterCard Visa Amex Diners Club

Card Number _____ Expiry Date: _____ / _____

Name on Card _____

Billing Address _____

Signature _____ Date _____

Please note the cancellation policy as outlined on the website applies.
Please complete this form, take a copy for your records and email or forward it to address below.