

International Minigrids Workshop

8 – 9 November, 2010

CSIRO Energy Centre, Newcastle, Australia

REGISTRATION FORM

Registration for this workshop is complimentary, however delegates are required to cover their own accommodation, flight, transfer and expenses to attend. If you do not require accommodation or flights booked on your behalf, please fill out only the Section 1 and return to the CSIRO organisers, Happenings Australia (details at bottom of page).

Section 1 - Mandatory

DELEGATE DETAILS

TITLE (Mr/Mrs/Ms/Miss/Dr): FIRST NAME: FAMILY NAME:

BADGE NAME (only if different from above):

ORGANISATION:

POSTAL ADDRESS:

SUBURB: STATE: POSTCODE:

COUNTRY (if not Australia):

BUSINESS PHONE: FAX: MOBILE:

EMAIL:

All workshop correspondence will be forwarded to this email address

SPECIAL REQUIREMENTS (dietary, mobility etc.):

AREAS OF INTEREST:

AREA OF EXPERTISE:

WORKSHOP REGISTRATION ENTITLEMENTS:

▶ All Workshop Sessions ▶ Workshop Program ▶ Workshop Catering ▶ Welcome Pack

STANDARD DELEGATE REGISTRATION – Early registration is FREE and closes on 14 August, 2010.

PRESENTER REGISTRATION – IS FREE and registration cutoff is 14 August, 2010. As noted, all 250 word outlines are also due to f.morris@happenings.com.au by this date, which will be peer reviewed prior to acceptance.

Section 2 - Optional

ACCOMMODATION & FLIGHT BOOKINGS

ACCOMMODATION

Quality and flexible accommodation has been reserved for all CSIRO delegates at nearby 4.5 star hotels. You can book through the workshop organisers below. All rooms can accommodate up to two people and rates are for room only - breakfast is additional.

The Gateway Inn

4.5 Star (2.6kms from workshop venue)

Deluxe King Room (1 Queen Bed) - \$170 per room, per night

The Sebel Newcastle Beach

4.5 Star (7.2kms from workshop venue)

Standard Double Room (1 Queen Bed) - \$199 per room, per night

Check in date: Check out date:

Sharing with:

Other requests:

Please fax or mail your completed registration form to the workshop organisers:

Happenings Australia Pty Ltd, 511 Spencer Street, West Melbourne, Victoria, Australia 3003

Telephone: +61 3 9329 6400 | Facsimile: +61 3 9329 6466 | Email: f.morris@happenings.com.au

ACCOMMODATION CANCELLATION

All accommodation cancellations must be received by Happenings Australia in writing. Accommodation cancellation terms are at the hotels discretion. "No Shows" at all venues may be liable for a % of the room costs or the total cost dependant on when cancelled.

The accommodation rates are correct at time of printing, any change in the rate will be referred to you prior to booking confirmation.

FLIGHTS

If you would like flights booked on your behalf, please provide details below and Happenings Australia will contact you with options:

TO NEWCASTLE:

FROM NEWCASTLE:

Departure City:

Preferred Newcastle Departure Date:

Preferred Departure Date:

Returning to:

only advise if this differs to original departure city

Please note: flight bookings made on your behalf by Happenings Australia will incur a \$25 inc GST booking fee, which will be processed separately to your flight booking. If you request additional trip or VISA planning assistance the fee will be \$45 inc GST.

ACCOMMODATION SURETY

Please provide your credit card details below, as surety of your accommodation bookings requested. No charges will be placed on this card by Happenings Australia – this is to hold your booking and you will be required to provide payment upon check in.

All flight payment details will be verified with you at confirmation of any bookings made on your behalf.

CARD TYPE: Visa Mastercard AMEX

CARDHOLDER NAME:

CARD NUMBER:

EXPIRY:

SIGNATURE:

PRIVACY STATEMENT: Your personal information is being collected by Happenings Australia on behalf of CSIRO. It will only be used for purposes directly related to your attendance at the International Minigrids Workshop and will not be used for any other purpose. It will be securely disposed of as soon as lawfully practicable (e.g. all financial reconciliations have been made). You can see your personal information held by Happenings Australia by contacting the office on +61 3 9329 6400, fax +61 3 9329 6466 or email f.morris@happenings.com.au.

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