

# REGISTRATION FORM / TAX INVOICE

# NEERG SEMINARS

REG RECD \_\_\_\_ / \_\_\_\_ / \_\_\_\_      PAYMENT RECD \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Please fill out a separate form for each registrant and print clearly in black.

## WORKING WITH THE STANDARD INSTRUMENT – DOES ONE SIZE FIT ALL?

Wednesday 23 May 2012 The Mint, Sydney 9.00 am – 4.30 pm

Lecture series plus folder of expert papers, certificate of attendance.  
Including refreshments on arrival, morning and afternoon tea and lunch.

CONTINUING EDUCATION  
FOR THE MANAGEMENT OF  
THE BUILT ENVIRONMENT

Complete the written task to  
qualify for 6 formal CPD credits.

Title      Family Name      Given Name

Profession / Position

Firm / Organisation

Mailing Address      Postcode

Tel      Mobile      Email

Special dietary requirements

I wish to receive a certificate of attendance.  (tick box)

Name (if person placing booking is not the registrant)      Tel      Email

Position

### FEES

**Earlybird:** Book and pay by 03 May 2012      \$550 + GST = **\$605**  
**Full Fee:** Book and pay from 03 May 2012      \$630 + GST = **\$693**

### GROUP DISCOUNT

Groups of three or more from one workplace  
may deduct 5% from the relevant fee.

NEERG SEMINARS PTY LTD ABN 75 100 490 284 T 9387 1899 F 9387 8335 www.neerg.net.au seminars@neerg.net.au

### PAY BY ELECTRONIC TRANSFER

Account Name: NEERG SEMINARS PTY LTD BSB 112-879 Account # 120 161 079  
Reference: Enter name of organisation and attendee/s.  
Please email or fax us to advise that payment has been authorised.

To reserve your place, email,  
fax or mail your registration  
form to us ASAP.

### PAY BY CHEQUE OR BY CREDIT CARD

Cheques payable to NEERG Seminars (PO Box 636, Bondi Junction 1355)

A cheque for \$\_\_\_\_\_ (incl GST) is enclosed OR will be mailed on \_\_\_\_ / \_\_\_\_ / \_\_\_\_ (date).

OR please debit my  Mastercard  Visa the sum of \$\_\_\_\_\_

Card number (Please check carefully).

Print name as it appears on card

Signature      Expiry date

I found out about this seminar from: \_\_\_\_\_

I have attended (a) previous NEERG seminar/s (approximate number):  YES  NO

This official Tax Invoice serves as a receipt for GST purposes.

**Substitution & Cancellation Policies:** Substitute attendees may be nominated at any time. To cover administrative costs, substitution within three (3) working days of the seminar incurs a charge of \$25 per head. To cancel and obtain a credit or refund, you must advise NEERG Seminars in writing at least three (3) working days before the date of the relevant seminar. An administrative fee of \$25 per registrant is payable. No refund will be made in respect of cancellations received within three (3) working days of a seminar. However, all materials prepared for the seminar, such as expert papers, will be available to anyone who has paid but is unable to attend.