



REGISTRATION FORM

Please complete all sections then post to: A Day in the Life Conference, Amy Fitzgerald, Flow Events Ltd, PO Box 24-308, Manners St, Wellington 6142. You can also book and pay online: www.minedu.govt.nz/dayinthelife

Contact person details

Title (Dr/Prof/Mr/Ms/Mrs/Miss)	
First name	
Last name	
Company	
Position	
Phone	
Email	
Address	
Special Dietary Requirement	

Additional attendee names

1. Name / email address	
2. Name / email address	
3. Name / email address	
4. Name / email address	

Registration (fee includes GST)

Registration type	Number	Price	Total price
Early bird (bookings on or before 13 Feb 2009)		\$191.25	
Standard (after 13 Feb 2009)		\$225.00	

Payment (tick one)

<input type="checkbox"/>	Please find my cheque (made out to Flow Events Ltd) enclosed for the total amount \$_____. (Note, if your organisation requires an invoice prior to completing a cheque payment please tick this option and send without a cheque and we will send an invoice for the amount owing).
<input type="checkbox"/>	Payment by Direct Deposit. (Instructions to deposit your fees: Account Name: Flow Events Ltd - Ministry of Education, A Day in the Life Conference Trust Bank A/C, National Bank, Account Number: 06-0507-0123990-01, reference MOE when making the deposit).
<input type="checkbox"/>	Please charge my credit card as follows
	Credit card type (please circle) Visa / Mastercard
	Name on card
	Number _____ Expiry ___ / ___

Registration Cancellation Policy

Registration cancellations will not be accepted unless made in writing to the event organiser. If you are unable to arrange a replacement, a full refund less an administration charge of \$50.00 will be made providing notification is received in writing by 13 February 2009. After that date refunds will be at the discretion of the organisers and hosts Ministry of Education. Details for writing: Amy Fitzgerald, Flow Events Ltd, amy@flowevents.co.nz or at PO Box 24-308, Wellington 6142. Reference in all correspondence: Ministry of Education - A Day in the Life Conference