

2008 CEFPI Conference registration form

Council of Educational Facility Planners International Conference
28 – 30 May 2008, Crown Promenade Hotel Melbourne

TITLE	GIVEN NAME	SURNAME	
PREFERRED NAME FOR BADGE			
POSITION			
SCHOOL/ORGANISATION			
ADDRESS			
SUBURB	STATE	POSTCODE	COUNTRY
PH	FAX		
MOB	EMERGENCY CONTACT		
EMAIL			
SPECIAL DIETARY OR OTHER REQUIREMENTS			
PARTNER'S NAME FOR BADGE			
PARTNER'S SPECIAL DIETARY OR OTHER REQUIREMENTS			

Section A – registration (All prices are inclusive of GST)

Full registration fee includes arrival tea and coffee, morning teas, lunches, Cocktail Reception, plus entry to all sessions. The Conference Dinner is an additional cost. You need to register for this in the relevant section below.

CEFPI members

Membership number _____

Early Bird Registration (payment must be received with your registration by 28 February 2008 to be eligible for Early Bird Registration)	\$ 517.00	\$ _____
Full Registration	\$ 627.00	\$ _____
Day Registration – Thursday 29 May	\$ 374.00	\$ _____
Day Registration – Friday 30 May	\$ 374.00	\$ _____

Non-members

Early Bird Registration (payment must be received with your registration by 28 February 2008 to be eligible for Early Bird Registration)	\$ 627.00	\$ _____
Full Registration	\$ 737.00	\$ _____
Day Registration – Thursday 29 May (Gala Dinner not included)	\$ 440.00	\$ _____
Day Registration – Friday 30 May	\$ 440.00	\$ _____

Students

Full Registration	\$ 253.00	\$ _____
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Pre-Conference site visit

Wednesday 28 May: 8.00am – 3.30pm

- **Victorian country site visit** No of people (Incl partner) _____ x \$ 55.00 \$ _____

This will include a site visit to a rural school plus lunch at a winery (There will be a limited number of places for this tour).

Registration form

Delegate Gala Dinner

If YOU would like to attend the Gala Dinner please complete this section

- **Gala Dinner** – Thursday 29 May (Crown Palladium) \$ 120.00 \$ _____
(Numbers are limited for this dinner)

Partner Functions

If YOUR PARTNER would like to attend the following functions please complete this section

- **Welcome Cocktail Party** – Wednesday 28 May (Crown Promenade) \$ 65.00 \$ _____
- **Gala Dinner** – Thursday 29 May (Crown Palladium) \$ 120.00 \$ _____
(Numbers are limited for this dinner)

Sub Total Section A \$ _____

Section B – accommodation

Conference accomodation: If you complete this section your accommodation will be booked for you. A confirmation letter will be sent to you upon receipt and payment of your registration.

Extended stay: If you are considering extending your stay before or after the conference dates, Crown Promenade will honour the accommodation conference rates listed below. Please add these days to your Arrival and Departure dates and they will be booked for you by the Conference Manager.

Arrival date Arrival time Departure date

(Please note check-in time is 2.00pm and check out time is 11.00am.
Variations to this are upon request and no guarantee of extension can be given).

Frequent Flyer Number

Crown Promenade Hotel

(4 1/2 star) 8 Whiteman Street, Southbank (Conference Hotel)

- \$250.00 Standard Room – Room only
- \$270.00 Standard Room including **one** breakfast
- \$290.00 Standard Room including **two** breakfasts
- \$295.00 Studios – Room only
- \$440.00 Suites – Room only
- Single Double Twin Share No of nights _____ x \$ _____ \$ _____

I wish to share with _____

Please note that it is the delegate's personal responsibility to arrange with a colleague with whom they wish to share.
Each delegate must complete an individual registration form, even if they are sharing.

Payment details

Sub Total Section A – Registration \$ _____

Sub Total Section B – Accommodation \$ _____

Total amount owing (Incl. GST) \$ _____

Payment options

Direct credit banking details:

Bank: Commonwealth
BSB: 063 142
Account Number: 1022 7088
Account name: Council of Education
Facility Planners International (CEFPI)

Payment by cheque:

Please make payable to "CEFPI"
Mail to:
BCC Management
11 The Crescent, Port Melbourne
Victoria 3207 Australia

Online registration:

You may register and pay online at
www.secureregistrations.com/CEFP/

Tax Invoice ABN 15 042 480 358

Site visits

Thursday 29 May: 1.45pm – 5.00pm

Please register here for these visits by numbering the available site visits in order of preference 1-3 (starting with number 1 as your preferred choice). We will do our best to accommodate your choice of site visit, however registrations will be allocated strictly in order of the date the registration is received.

- Site visit 1 Williamstown High School & Ecolink, Bacchus Marsh
- Site visit 2 Woorana Park Primary School & Carwatha College Flexible Learning Centre P-12
- Site visit 3 University of Melbourne Chemistry West Wing and Engineering New Collaborative Learning Laboratories
- Site visit 4 Caroline Springs
- Site visit 5 Camberwell Girls' Grammar School – New Junior School
& Camberwell Boys' Grammar School – Middle School, Years 6, 7 and 8
- Site visit 6 Strathmore Secondary College Space and Science Centre & Mill Park Lakes Primary School P-9
- Site visit 7 Caroline Chisholm College Braybrook – Performing Arts Centre & Coburg Senior High School
- Site visit 8 McKinnon Primary School

Parallel session selection

Please register here for these sessions by numbering the available sessions in order of preference 1-3 (starting with number 1 as your preferred choice). We will do our best to accommodate your choice of session, however registrations will be allocated strictly in order of the date the registration is received.

Parallel session 1 – Friday 30 May 2008: 10.30am – 11.30am

- 1A Relevance, relationships and resources
- 1B Developing a community learning service and facility: Year 2028
- 1C Smart green schools – case study research
- 1D Challenges and opportunities for education in rural schools
- 1E Designed for learning
- 1F New School of Architecture, University of Tasmania
- 1G Failing education – panel session
- 1H A sense of place: a new generation for regeneration

Parallel session 2 – Friday 30 May 2008, 11.40am – 12.40pm

- 2A Edendale: lifelong environmental learning opportunities
- 2B Can the physical environment be a 'teacher' in itself?
- 2C Voices of experience: designing spaces for learning
- 2D The challenges of sustainability: schools as leaders
- 2E UQ's first year Engineering Learning Centre
- 2F The importance of the early years and beyond
- 2G The Wellbeing Centre and positive psychology
- 2H Panel discussion on keynote addresses

How to register

Online

You can register online at www.secureregistrations.com/CEFP/

For further information about the conference and to download the program and registration form please go to the CEFPI website at <http://australasia.cefpi.org/>

Mail

Please fill in this registration form and mail to the Conference Manager:

BCC Management,
11 The Crescent, Port Melbourne
Victoria 3207 Australia

Registration closing date is Wednesday 23 April 2008

Once your registration is processed you will receive a confirmation letter and Tax Invoice by email. Please check the registration details are correct and refer any queries to BCC Management. Ph: 61 3 9646 3734 Fax: 61 3 9681 7108 Email: info@bccm.com.au

Additional information

Conference partners' policy

We respectfully remind you that partners accompanying delegates are **not eligible** to attend conference sessions and do not qualify for refreshments and lunches during the day. Any partner wishing to attend events not previously selected and paid for in his or her registration may do so at the Conference Registration desk. We would be pleased to accommodate any requests where possible.

Cancellation policy

Registration cancellations will not be accepted unless made in writing. Cancellations made before **15 May 2008** will be refunded less 25% of the Conference Registration fee, to cover administration costs. No registration refunds will be given after this date.

What to wear during the conference

Dress for the conference is **smart casual**, except for the Conference Dinner on Thursday where the dress is **lounge suit/evening wear**.

Conference Manager

Please refer any registration queries to

Ros Christie: ros.christie@bccm.com.au or Jessica Riches: info@bccm.com.au

BCC Management, 11 The Crescent, Port Melbourne Victoria 3207 Australia

Ph: 61 3 9646 3734 Fax: 61 3 9681 7108 Mob: 0400 964 696

Website: www.bccm.com.au