

# Registration form



REGISTRATIONS may be postmarked on or before 1 November 2011.

**A cheque must accompany all forms.**

## Registration opens on 1 November 2011.

Enrolments will be assessed during March 2012 to determine the viability of each workshop.

To ensure that your preferred workshop(s) go ahead, **please register early.**

Workshops will be open to non-members from 1 January 2012. Refer to Registration Conditions (page 3).

Surname: ..... Email: .....

First Name: ..... Fax: .....

Address: ..... Home Phone Number: .....

..... Work/Mobile Phone Number: .....

### EMERGENCY CONTACT

Name: ..... Phone: .....

**Are you a member of an ANZEG Guild?** No  Yes  Which One? .....

**I will be attending Conference 2012 as** (please tick the following if appropriate):

ANZEG Executive Member  Delegate  Non-voting Delegate  Observer  Tutor

(see page 6 for definition) **and will be attending the following:**

Exhibition Opening  Conference Dinner  Extensions Day  Workshops

### IMPORTANT INFORMATION

#### **Accommodation, Arrival and Departure Arrangements,**

If you have already booked your flights please enter your details:

**Arrival:** Flight Arrival  
Airline: ..... Number: ..... Time: .....(am/pm) Date: ..... July 2012

**Departure:** Flight Departure  
Airline: ..... Number: ..... Time: .....(am/pm) Date: ..... July 2012

*Before booking your return flight home, please be aware that the workshops finish at 3.30pm.*

**DISABILITIES**  **SPECIAL MEDICAL DIETS:** Vegetarian  Gluten Free  Dairy Free

**Please tick and attach your requirements on a separate page.**

### ACCOMMODATION

I will be staying at (name of Hostel, Hotel, Motel, B & B etc) .....

or address of private accommodation: .....

and the contact telephone number is.....

 I will be (please tick) staying alone  -OR- sharing with.....

## WORKSHOP CHOICES

Enter the class code and the title of the workshops you wish to attend.  
Please show at least 3 preferences in numbered order, and give codes and titles printed clearly.  
PLEASE DO NOT ADD KIT COSTS.

Choice	Code	Title	Fee
1			
2			
3			
4			
5			
Total of first choice fees			

## REGISTRATION FEES

<b>BASE REGISTRATION FEE</b>	ANZEG member's fee of	\$50	\$ .....
	Non-member's fee of	\$55	\$ .....
▶ Conference Attendees	(Saturday and Sunday)	\$45	\$ .....
▶ Extensions Day	(ANZEG Extensions members only)	\$35	\$ .....
▶ Exhibition Opening	(Friday night) <span style="float: right;"><i>please circle</i></span>		Yes / No
▶ Conference Dinner	(Saturday night)	\$65	\$ .....
▶ Dinner Transport	(Saturday night)	\$8	\$ .....
▶ Workshop Fees as totalled above (DO NOT INCLUDE KIT COSTS)			\$ .....
<b>All fees include GST – 89-095-484</b>			<b>TOTAL \$.....</b>

**I am paying the above amount by internet deposit**

*(please put your first name in as the 'particulars' and surname as the 'reference')*

Account: **CEG Conference 2012**    Account Number: **03 0830 0618619 02**    Bank: **Westpac**

Please make cheques payable to **CEG Conference 2012** and send to:  
The Registration Secretary – Embroidery 2012, PO Box 26 028, North Avon, Christchurch 8148

### Do not remove pages.

Please photocopy your Registration Form and forward the photocopy to the above address.  
Your registration booklet retains your copy of the forms and workshop timetable.

**Please send two stamped, self-addressed business sized envelopes with your Registration Form**  
(one for Registration and the other for Workshops).

☆☆☆ **IMPORTANT** ☆☆☆

Please check your Registration Details and  
**COMPLETE THE CHECK LIST (overleaf) BEFORE POSTING**

# Checklist



Before you post your registration, please would you check that you have remembered to include the following:



-  **Base Registration Fee** **\$50**   
*EVERYONE must pay this fee.*
-  **Conference Fee** **\$45**   
*If you are attending conference OVER THE WEEKEND you need to include this fee.  
This covers lunch and morning and afternoon teas.  
This is for all ANZEG members, not just delegates.*
-  **Extensions Day Fee** **\$35**   
*Extensions members only.*
-  **Exhibition Opening** – Have you indicated yes or no?   
*Friday night – we need numbers for catering.*
-  **Workshop(s) Fee**   
*DO NOT INCLUDE KIT FEE!*
-  **Conference Awards Dinner** **\$65**
-  **Bus for the Dinner** **\$8**
-  **Two stamped, self-addressed envelopes**   
*So that we can confirm bookings, send receipts and advise you of workshops etc.*
-  **All Travel Details**   
*Please include airlines and flight numbers if possible.  
Have you given us all other information regarding travel,  
accommodation and other requirements?*
-  **Your photocopied Registration Form**
-  **Your cheque or internet banking to cover the above**

**Most important:**

**Please let us know at your earliest convenience if your plans change.**