

our  
primary  
purpose



# Leading Learning

2012 Joint  
APPA NZPF  
Trans-Tasman  
Conference

18-21 September 2012  
Melbourne Convention and Exhibition Centre  
[www.aomevents.com/APPANZPF2012](http://www.aomevents.com/APPANZPF2012)

REGISTRATION  
BROCHURE

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## APPA BUSINESS PARTNERS

### Major



### Gold



### Silver



### APPA Supporter



## NZPF BUSINESS PARTNERS

### Gold



### Silver

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### Bronze



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# Leading Learning

2012 Joint  
APPA NZPF  
Trans-Tasman  
Conference

# CONFERENCE SPONSORS

## Gold



## Silver



## Bronze



## Satchel



## CONTENTS

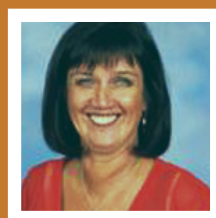
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## YOUR INVITATION

As Conference Chair, on behalf of the Australian Primary Principals Association and the New Zealand Principals Federation, I am delighted to invite you to the 2012 Trans-Tasman Conference to be held from Tuesday, 18 September to Friday, 21 September 2012 at the award-winning Melbourne Convention and Exhibition Centre. The Conference theme is Leading Learning – Our Primary Purpose. We have an absolutely outstanding line-up of renowned International and Australian premier speakers and educational leaders who will share their experiences, knowledge and skills. Our Conference, as always, is strongly supported by our loyal sponsors and exhibitors. Their continued support ensures we are able to provide a high quality, value for money event. Open your diaries to block out 18-21 September 2012 and ensure you join us in cosmopolitan and vibrant Melbourne. I look forward to seeing you at this preeminent educational event!



Kind regards,  
**Gabrielle Leigh, Chair**  
2012 Trans-Tasman Conference



## ABOUT APPA

### APPA – Who Are We?

- The Australian Primary Principals Association (APPA) is the national professional association for primary school principals in Australia.
- APPA represents affiliated state and territory Government, Catholic and Independent primary schools across the nation (over 7,000 members).
- APPA is the national voice on national issues. It speaks directly to the Federal Government on matters that concern school principals and their school communities.
- Each state and territory has up to three delegates on the National Executive Council, (one from each of the Government, Catholic and Independent sectors). They meet regularly throughout the year to direct and plan strategically for action and representation.

### Our Purpose

The purpose for APPA is to be the national voice for all primary school principals.

### APPA's Core Business

- Be a viable, independent and credible national body.
- Be recognised as a key stakeholder in the national educational debate in Australia.
- Influence the national educational agenda (including appropriate resourcing) and decision making.
- Meet regularly with federal and state government representatives.
- Engage in educational research.



Australian Primary Principals Association

## ABOUT NZPF

### Mission Statement

Providing a collective and professional voice for New Zealand's school principals as they lead learning in the 21st century.

### The Federation's Core Beliefs

- Advocacy for principals should always be consistent with the best interests of all children
- Supporting and empowering principals in their leadership role is critical to the quality of education in New Zealand
- Sustaining a professional organisation is important for advancing educational aims in New Zealand schools
- There should be equity of access to quality lifelong learning for all principals, teachers and students
- State and integrated schools must be fully supported through state-funding, highly skilled professionals and co-ordinated social policy.

### Values

- Professionalism: leadership, integrity, loyalty, honesty, knowledge, trust, wisdom.
- Manaakitanga: care, respect, aroha, altruism.
- Kotahitanga: accord, coalition, solidarity, unity, togetherness, inclusiveness.
- Whanaungatanga: relationships, kinship, humour.



## ABOUT HOST CITY & HOST VENUE



### **Host City: Melbourne**

The cosmopolitan city of Melbourne will play host to the Conference this year. With regular medal-winning appearances in the Economist's Most Liveable Cities list, Melbourne has a right to be boastful. It is known as Australia's sport, culture, event and food capital; a city with a European approach to style and lifestyle.

### **Host Venue: Melbourne Convention and Exhibition Centre (MCEC)**

The MCEC is the largest, most versatile and greenest convention and exhibition space in the Southern Hemisphere and is easily accessible by foot, car or public transport. Perched on the south bank of the Yarra River, it is a landmark in the area. A short stroll along the iconic Southbank Promenade places you in the heart of Melbourne city.

The Southbank Promenade is one of Melbourne's most popular dining and shopping precincts. There are cafés and restaurants all the way from the Southgate complex to Crown Casino – many with outdoor terraces and balconies.



DRAFT  
PROGRAM

18-21  
SEPTEMBER  
2012

our  
leading  
primary  
learning  
purpose

## DRAFT PROGRAM TUESDAY 18 SEPTEMBER

### Coming together

1.00pm – 4.30pm	<b>Registration Opens</b>	MCEC – Concourse
5.30pm – 7.30pm	<b>Welcome Cocktail Reception</b>	MCG
5.30pm	<b>Conference Opening</b> Welcome to Country Ceremony (indigenous representation from Australia & New Zealand) MCG	
5.45pm	<b>Official Welcome</b>	MCG
6.00pm	<b>APPA &amp; NZPF Presidents' Welcome: 'Leading Learning – Our Primary Purpose'</b>	MCG
7.30pm	<b>Exploring Melbourne's Local Restaurants</b>	Optional Dining

## DRAFT PROGRAM WEDNESDAY 19 SEPTEMBER

### Global thinking re: Educational directions

7.30am	<b>Registration Opens</b>	MCEC
9.00am – 9.15am	<b>Welcome – MC Scott Williams</b>	MCEC – Plenary 3
9.15am – 10.25am	<b>Keynote Speaker – Hon. Peter Garrett</b> Federal Minister for Education MCEC – Plenary 3	
10.25am – 11.00am	Morning Tea & Sponsors' Walk MCEC – Exhibition Bays 13/14	
11.00am – 12.00pm	<b>Keynote Speaker – Professor Kishore Mahbubani</b> National University of Singapore MCEC – Plenary 3	
12.00pm – 1.00pm	<b>Concurrent Sessions Series 1</b>	
	<b>Workshop 1a</b> Kishore Mahbubani	<b>Workshop 2a</b> Michael McQueen
	<b>Workshop 3a</b> Mark Treadwell	<b>Workshop 4a</b> Kathe Kirby
	<b>Workshop 5a</b> Sam Cawthorn	<b>Workshop 6a</b> Esmart & Better Buddies (AMF)
1.00pm – 2.00pm	Lunch MCEC – Exhibition Bays 13/14	
2.00pm – 3.00pm	<b>Keynote Speaker – Andy Hargreaves</b> Boston College USA MCEC – Plenary 3	
3.00pm – 3.30pm	<b>Australasian State of the Nation Report</b> Norm Hart, APPA President Paul Drummond, NZPF President MCEC – Plenary 3	
3.30pm – 4.30pm	<b>Concurrent Sessions Series 1 (repeated as above)</b>	
	<b>Workshop 1b</b> Andy Hargreaves	<b>Workshop 2b</b> Michael McQueen
	<b>Workshop 3b</b> Mark Treadwell	<b>Workshop 4b</b> Kathe Kirby
	<b>Workshop 5b</b> Sam Cawthorn	<b>Workshop 6b</b> Sean Gordon
4.30pm	<b>Day 1 Educational Program End</b>	
5.00pm – 6.00pm	<b>Optional Church Services</b> Catholic and Inter-denominational services MCEC – TBC	
6.00pm – 7.30pm	<b>Sponsors' Welcome Cocktail Reception</b> MCEC – Exhibition Bays 13/14	
7.30pm	<b>Optional River Cruise</b>	

DRAFT  
PROGRAM  
THURSDAY 20  
SEPTEMBER

## Global perspectives re: School Governance & National Curriculum

7.30am	Registration Opens MCEC – TBC					
9.00am – 9.15am	<b>Welcome – MC Scott Williams</b> MCEC – Plenary 3					
9.15am – 10.25am	<b>Keynote Speaker – Professor Pasi Sahlberg</b> Director General of CIMO (Centre for International Mobility and Cooperation), Helsinki MCEC – Plenary 3					
10.25am – 11.00am	Morning Tea & Sponsors’ Walk MCEC – Exhibition Bays 13/14					
11.00am – 12.00pm	<b>Keynote Speaker – Yong Zhao</b> University of Oregon USA MCEC – Plenary 3					
12.00pm – 1.00pm	<b>Concurrent Sessions Series 2</b>					
<b>Workshop 7a</b> Pasi Sahlberg	<b>Workshop 8a</b> Yong Zhao	<b>Workshop 9a</b> Brian Caldwell	<b>Workshop 10a</b> Virginia O’Mahoney	<b>Workshop 11a</b> Lin Yue	<b>Workshop 12a</b> Scott Williams	
1.00pm – 2.00pm	Lunch					
2.00pm – 3.00pm	<b>Panel Discussion: Governance and the Influence on Learning – Andy Hargreaves (Facilitator)</b> Yong Zhao, Pasi Sahlberg, Brian Caldwell, Cathy Wylie					
3.00pm – 3.30pm	<b>NZPF State of the Nation Report</b> Paul Drummond, NZPF President MCEC – TBA					
3.00pm – 3.30pm	<b>APPA State of the Nation Report</b> Norm Hart, APPA President MCEC – TBA					
3.30pm – 4.30pm	<b>Concurrent Sessions Series 2 (repeated as above)</b>					
<b>Workshop 7b</b> Pasi Sahlberg	<b>Workshop 8b</b> Yong Zhao	<b>Workshop 9b</b> Brian Caldwell	<b>Workshop 10b</b> Harriet Olney	<b>Workshop 11b</b> Lin Yue	<b>Workshop 12b</b> Scott Williams	
4.30pm	<b>Day 2 Educational Program End</b>					
4.30pm	<b>NZPF Business Meeting</b> MCEC – TBC					
4.30pm	<b>APPA Business Meeting</b> MCEC – TBC					
6.30pm – 11.30pm	<b>Conference Dinner</b> MCEC – Banquet Room 201/202					

PARALLEL  
SESSIONS

PARALLEL  
SESSIONS

DRAFT  
PROGRAM  
FRIDAY 21  
SEPTEMBER

## Global Lessons re: National standards & highstakes national testing

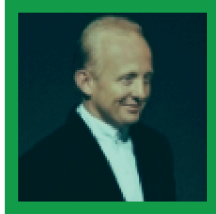
7.30am	<b>Registration Opens</b> MCEC – TBC
9.00am – 9.15am	<b>Welcome – MC Scott Williams</b> MCEC – Plenary 3
9.15am – 10.25am	<b>Keynote Speaker – Lucinda Hartley</b> CEO, [co] design studio MCEC – Plenary 3
10.25am – 10.40am	<b>2013 Cairns ICP Conference Launch</b> Virginia O'Mahony, ICP President Norm Hart, President of APPA & Paul Drummond, President of NZPF MCEC – Plenary 3
10.40am – 11.10am	<b>Morning Tea &amp; Sponsor's Walk</b> MCEC – Exhibition Bays 13/14
11.10am – 12.10pm	<b>Plenary Expert Panel: Conference Reflections &amp; Key Messages – Andy Hargreaves (Facilitator)</b> Pasi Sahlberg, Yong Zhao, Cathy Wylie MCEC – Plenary 3
12.10pm – 1.00pm	<b>Keynote Speaker – Jacqui Cooper</b> Inspirational speaker MCEC – Plenary 3
1.00pm – 2.00pm	<b>APPA &amp; NZPF Official Luncheon</b> – Presentation and conference summation <b>Sponsor Awards &amp; Conference Close</b> MCEC – Banquet Room 201/202

**Disclaimer:** The information presented in this book is correct at the time of printing. In the event of unforeseen circumstances, the Organising Committee reserves the right to delete or alter items in the Conference Program.

## SPEAKER BIOGRAPHIES

### Master of Ceremonies

**Scott Williams**



**Scott Williams**, better known as 'The Doctor' has been a part of the 'Top Tier' of Australian corporate performers for over twenty years. During that time Scott has presented his unique style of humour to hundreds of the world's biggest companies, leaving thousands of people in fits of laughter.

Throughout his career, Scott has continued to develop new material, ensuring that his audiences are always treated to fresh, clean and situational comedy.

Scott's unique comedic talents led him into the Conference MC arena – and now that very specialised area of facilitation makes up nearly one third of all Scott's corporate appearances. So great has been the demand for Scott in this area, that on a number of occasions companies have actually changed the dates of their conferences just to work in with Scott's demanding schedule.

Scott has MC'd company events, awards evenings and in particular – multi-day national and international conferences. Because of the unique bond Scott forms with a group, repeat business plays a big part in his career – with one of Australia's 'Top 20' companies utilizing his services as MC for eight years in a row!

**No matter what you need, when it comes to an event – Scott is just what the Doctor ordered!**

## SPEAKER BIOGRAPHIES

### Speaker

#### Andy Hargreaves



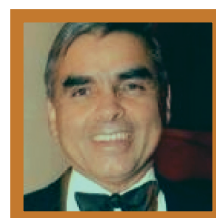
**Andy Hargreaves** is the Thomas More Brennan Chair in the Lynch School of Education at Boston College. The mission of the Chair is to promote social justice and connect theory and practice in education.

Before moving to Boston, he taught primary school and lectured in several English universities, including Oxford. Prior to coming to Boston College, he was co-founder and director of the International Centre for Educational Change at the Ontario Institute for Studies in Education in Toronto. He has been awarded visiting professorships in the US (Regents Professor, University of California, Santa Cruz), Canada (Noted Scholar, University of British Columbia), the UK (University of Nottingham, University of Manchester and the Institute of Education in London), Hong Kong (Onwell Fellow), Sweden, Japan (awarded by the Japan Society for the Promotion of Science) and Singapore (Koh Professor at the National Institute of Education).

Andy comes from a Northern mill town in England. When his primary school (Spring Hill, in Accrington) was rebuilt a few years ago, he was invited back to lay its inscribed foundation stone. He did this with his best teacher, Mary Hindle (almost in her 90s), as she was the one who first inspired him to become an educator.

### Speaker

#### Kishore Mahbubani



**Kishore Mahbubani**, a student of philosophy and history, has had the good fortune of enjoying a career in government and, at the same time, in writing on public issues. With the Singapore Foreign Service from 1971 to 2004, he had postings in Cambodia (where he served during the war in 1973-74), Malaysia, Washington DC and New York, where he served two stints as Singapore's Ambassador to the UN and as President of the UN Security Council in January 2001 and May 2002. He was Permanent Secretary at the Foreign Ministry from 1993 to 1998. Currently, he is the Dean and Professor in the Practice of Public Policy at the Lee Kuan Yew School of Public Policy (LKYSPP) of the National University of Singapore. He is also a Faculty Associate for the LKYSPP's Centre on Asia and Globalisation (CAG). Concurrently, Prof Mahbubani continues to serve in Boards and Councils of several institutions in Singapore, Europe and North America, including the International Institute for Strategic Studies (IISS) Council, the Asia Society's International Council, the Yale President's Council on International Activities (PCIA), and the Singapore-China Foundation – Scholarship Committee.

In the world of ideas, Prof Mahbubani has spoken and published globally. His articles have appeared in a wide range of journals and newspapers, including Foreign Affairs, Foreign Policy, the Washington Quarterly, Survival, American Interest, the National Interest, Time, Newsweek and New York Times. He has also been profiled in the Economist and in Time Magazine. He is the author of "Can Asians Think?" (published in Singapore, Canada, US, Mexico, India, China and Malaysia) and "Beyond The Age Of Innocence: Rebuilding Trust between America and the World" (published in New York). His new book entitled "The New Asian Hemisphere: the irresistible shift of global power to the East" was published in New York in February 2008.

## SPEAKER BIOGRAPHIES

### Speaker

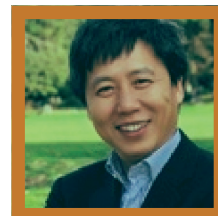
#### Pasi Sahlberg



**Pasi Sahlberg** is Director General of CIMO (Centre for International Mobility and Cooperation) in Helsinki, Finland. He has global expertise in educational reforms, training teachers, coaching schools and advising policy-makers. He has worked as teacher, teacher-educator, policy advisor and director in Finland and served the World Bank (Washington, DC) and the European Commission (Torino, Italy) as education expert. His fields of interest include educational change, school improvement, cooperative learning and international education policy. His forthcoming book is titled "Finnish Lessons: What can the world learn about educational change in Finland". He has PhD from the University of Jyväskylä and is Adjunct Professor at the Universities of Helsinki and Oulu.

### Speaker

#### Yong Zhao



**Yong Zhao** is currently Presidential Chair and Associate Dean for Global Education, College of Education at the University of Oregon, where he also serves as the director of the Centre for Advanced Technology in Education (CATE). He is a fellow of the International Academy for Education.

Until December, 2010, Yong Zhao was University Distinguished Professor at the College of Education, Michigan State University, where he also served as the founding director of the Centre for Teaching and Technology, executive director of the Confucius Institute, as well as the US-China Centre for Research on Educational Excellence.

His research interests include educational policy, computer gaming and education, diffusion of innovations, teacher adoption of technology, computer-assisted language learning, and globalization and education.

Zhao has extensive international experiences. He has consulted with government and educational agencies and spoken on educational issues in many countries on six continents. His current work focuses on designing 21st Century Schools in the context of globalization and the digital revolution.

## SPEAKER BIOGRAPHIES

### Speaker

#### Lucinda Hartley



**Lucinda Hartley**, CEO CoDesign Studio. Trained as a Landscape Architect, Lucinda Hartley spent two years working in slum communities in Vietnam and Cambodia before launching Community Oriented Design (CoDesign Studio). CoDesign works with disadvantaged communities to innovate for community projects – from schools to housing to masterplanning – using design-thinking as an engagement tool. Selected as a 2010 Youth Action Net Global Fellow, Lucinda has been focusing on how young people can be engaged and mobilized to improve cities and space through design. She also sits on the UN-Habitat Youth Advisory Board and is an associate Landscape Architect with Hansen Partnership. Lucinda's commitment to sustainable urban development has been recognised widely including awards from the Australian Institute of Landscape Architects (AILA), Asialink, and the internationally competitive Endeavour Executive Award. She was profiled in FuturARC Magazine as one of the top 30 sustainability pioneers in Asia-Pacific.



## SPEAKER BIOGRAPHIES

### Speaker

#### Jacqui Cooper



**Jacqui Cooper** has represented Australia in the sport of aerial skiing for over 20 years. Recruited at the age of 16 to join the Techne Team, within three years Jacqui was representing her country at the World Championships in Lake Placid; by 1994 she was competing at the Lillehammer Winter Olympics. In 1999, she became a World Champion, and in the decade that followed, Jacqui Cooper dominated and revolutionised her sport.

In a long and decorated career, Jacqui has competed in 139 World Cup Events, nine World Championships and has been selected to five Winter Olympic teams, the first Australian Woman in history (Summer or Winter Games) to have enjoyed this honour. And with a record five world titles, 39 World Cup medals, 24 World Cup wins and three major World Championship medals, Jacqui Cooper is indisputably the greatest aerial skier of all time.

Jacqui's sport, however, is unforgiving; she has multiple reconstructions for her knee, elbow, shoulder and hip. In 2001 she broke her back in an attempt to win a record third World Title; she went on and won it. In 2002 at the Salt Lake City Winter Olympics Jacqui shattered her knee and broke her leg just two days before scheduled to compete, destroying a dream years in the making.

In 2010, Jacqui competed in Vancouver after a year of intense hip and knee rehabilitation, shocking doctors and spectators with her brave attempt to be competitive, despite the odds. She spent most of the months leading into the competition in a wheelchair, learning to walk again, and gaining confidence in a sport that is often brutal and cruel.

She stunned the world when she placed fifth, the best Olympic result of her career.

Jacqui continues to devote much of her time to various international sporting committees including the Australian Olympic Committee (AOC) Board, the AOC Athlete's Commission, Ski and Snowboard Australia Board, the Australian Institute of Sport Athletes Commission, the International Ski Federation (FIS) Athletes Committee, the FIS Freestyle Athletes Committee, the World Anti-Doping Agency (WADA) Athlete's Committee and the WADA Education Committee.

In addition to sport, Jacqui's passion is the education of young people on the importance of a healthy lifestyle, nutrition, being role models, pursuing your dreams, being active, and goal setting. Jacqui speaks to all levels of students and has travelled to remote Aboriginal communities in a drug awareness campaign. In 2001 Jacqui's interest, knowledge and passion for clean sport saw her become a key presenter for the AOC in their national drug education program.

Jacqui was recently a recipient of the Governor's Award, presented at the Vic Sports Awards in 2008 for being a role model, a champion, and a woman successful in sport and in life.

Jacqui's story is one of self belief, passion, triumph, tragedy and the ability to overcome adversity against the odds.

## SOCIAL PROGRAM



### Welcome Reception

#### Tuesday 18 September 2012

Time: 5.30pm – 7.30pm  
 Venue: Olympic Room,  
 Melbourne Cricket Ground  
 Dress: Smart casual  
 Cost: Inclusive for all  
 registration types\*

Additional tickets \$80.00 per person  
 (\*No discounts will be applied for  
 non-attendance)

One of the world's great sporting venues is now an unrivalled function centre. The hallowed turf of the MCG has been the location of many famous sporting events and now has outstanding function spaces including spectacular views of the city skyline and over the arena. The 'G' is only minutes away from the heart of the city, with all forms of transport within easy access including a pedestrian bridge connecting to Federation Square.

### River Cruise (Optional)

#### Wednesday 19 September 2012

Time: 7.30pm – 11.00pm  
 Venue: Melbourne River Cruises  
 Departure Point – Berth 5  
 Lower Promenade,  
 Southgate Melbourne  
 Dress: Smart casual  
 Cost: \$100.00 per person

Minimum and Maximum numbers apply. The rate provided is current at time of printing, but may be subject to change. Transport to and from the cruise departure point is the responsibility of the delegate. On booking to dine on a sector cruise you commit yourself and agree to pay the additional fees should rates increase. Should minimum numbers not be reached and the cruise be cancelled you will be notified and refunded the full ticket price.

Melbourne River Cruises is the most experienced cruise operator on the famous Yarra River with over 25 years' experience. We are continually committed to providing a quality product that will enhance a visitors experience while in Melbourne. With stunning views of the CBD, Royal Botanical Gardens, Southgate, Crown Casino and the Port and Docklands area.

### Conference Dinner

#### Thursday 20 September 2012

Time: 6.30pm – 11.30pm  
 Venue: Banquet Room, Melbourne  
 Convention Exhibition Centre  
 Dress: Black Tie  
 Cost: \$160.00 per person

Enjoy an evening of outstanding entertainment, fine food and delicious wines in the elegant ballroom of the Melbourne Convention and Exhibition Centre.

### School Visit Program

#### Monday 17 September 2012

#### Tuesday AM 18 September 2012

A program will be made available at a later date on the conference website.  
 Cost: \$30.00 per person (transportation fees included).

## SOCIAL PROGRAM



### Local Sporting Activities

#### Tennis

##### **Tuesday 18 September 2012**

Time: 8.30pm – 12.30pm

Venue: Melbourne Park Outdoor  
Plexicushion Courts

Cost: Approximately \$32 per person  
plus racquet hire

##### **Availability**

10 courts for 40 players

##### **Transport**

Tram or walk via Birrarung Marr

##### **Booking Details**

Please refer to the conference website  
for a booking form.

[www.aomevents.com/APPANZPF2012](http://www.aomevents.com/APPANZPF2012)

#### Golf

##### **Tuesday 18 September 2012**

Time: 7.45am pick up from the MCEC  
for 8.30am hit off, return to  
MCEC at 12.30pm

Venue: Elsternwick Golf Course,  
Glenhuntly, Road, Elsternwick

Cost: Approximately \$16 per person  
plus club hire

##### **Availability**

Maximum 40 people

##### **Transport**

complimentary bus return transfer  
from the MCEC

##### **Booking Details**

Please refer to the conference website  
for a booking form.

[www.aomevents.com/APPANZPF2012](http://www.aomevents.com/APPANZPF2012)

# REGISTRATION

## Registration Fees

	<b>Early Bird</b> (up to and including 25/07/12)	<b>Regular</b> (from 26/07/12)
Member 3 Day Registration	\$785.00	\$860.00
Non Member 3 Day Registration	\$860.00	\$945.00
Member 2 Day Registration	\$585.00	\$645.00
Non Member 2 Day Registration	\$645.00	\$705.00
Member 1 Day Registration	\$315.00	\$345.00
Non Member 1 Day Registration	\$345.00	\$375.00

Fees include attendance at all Conference sessions, morning teas, lunches and afternoon teas on the nominated day(s) of attendance, attendance to the Welcome Reception\* on Tuesday, 18 September 2012, a Conference satchel and Conference Handbook.

\* Delegates must mark on the registration form if they are attending the Welcome Reception on Tuesday, 18 September 2012. No discount will be offered to those not attending the Welcome Reception.

Attendance to the Conference Dinner on Thursday, 20 September 2012 and the River Cruise on Wednesday 19 September 2012 must be booked separately and will incur an additional fee.

Member registrations rates are only valid for those that are a financial member of APPA or NZPF at the time of registration. You will be asked to complete your membership details in the registration form.

A group discount is available on the 1 day delegate fee. Please contact Megan Watmuff for further details [megan@aomevents.com](mailto:megan@aomevents.com)

# REGISTRATION

## Registration Terms and Conditions

### Payment Policy

Payment of EARLY BIRD registration fees are required on or before 25/07/12 to qualify for the rate. After this date, all unpaid EARLY BIRD registrations will automatically roll over and will be charged at the REGULAR rate. Full payment is required prior to the commencement of the 2012 APPA NZPF Trans-Tasman Conference. Admission to the Conference and all social functions may be refused if payment has not been received. Late fees based on a sliding scale will apply to any outstanding invoices after the conclusion of the Conference.

### Payment Method

Payment must accompany all registration forms and may be made by:

Credit card (via registration form or online) please note that credit cards will incur merchant charges, 2.5% for VISA and MC, 3.5% for AMEX, and 4.5% for Diners.

Cheque payable to  
'All Occasions Group - Trust Account #4'

Electronic funds transfer to  
'All Occasions Group - Trust Account #4'  
BSB: 065 112  
Account number: 1012 4006  
Bank: Commonwealth Bank of Australia

To allow us to identify your payment, you must enter your surname as the statement reference and a remittance advice must also be forwarded by email [accounts@aomevents.com](mailto:accounts@aomevents.com) or fax +61 8 8125 2233.

## International Delegate Payments

For all International Delegate payments, the preferred method of payment is by Credit Card.

We will accept payment by cheque and electronic funds transfer (EFT) however please note that the amount received by All Occasions Management MUST be the full invoiced amount, in Australian dollars. Bank fees will be charged by your bank to process either a cheque or EFT so please ensure you discuss these with your bank and arrange for the correct amount to be received by All Occasions Management.

### Confirmation of Registration

Registrations will be acknowledged in writing to the email address nominated with confirmation of requirements according to the registration form submitted. A tax invoice will be attached to this email. A remittance advice form is included on the last page of the tax invoice. Please complete this form and forward to [accounts@aomevents.com](mailto:accounts@aomevents.com) or fax to +61 8 8125 2233. If you have not received a written confirmation within seven days please contact All Occasions Group via email on [conference@aomevents.com](mailto:conference@aomevents.com).

### Cancellation Policy

By completing and submitting this registration form, you are indicating your intention to attend the Conference and you will be liable for a cancellation fee if you are unable to attend. Registration cancellations must be sent in writing (mail, fax or email), to All Occasions Management. Registration cancellations received up to 30 days prior to the Conference will receive a full refund, less a \$110.00 handling fee. Registration cancellations received less than 30 days and up to seven days prior to the Conference will receive a 50% refund. No refunds will be given for registration cancellations received within seven days of the Conference; however a substitute delegate may be nominated. Refunds from any deposits forwarded to hotels, tour companies.

## ACCOMMODATION

**All Occasions Management has made reservations at a number of local hotels for you to access during your stay. To take advantage of these special Conference rates, please book through All Occasions Management during the registration process.**

Accommodation rooms may be subject to limitation and allocation will be strictly on a first-come first served basis.

Please ensure you read the terms and conditions on pages 15-17 carefully before completing your registration form as terms differ for each property.

### **Accommodation Booking and Deposit**

To make a booking, please complete the relevant section on the registration form and read the terms and conditions carefully before submitting forms to All Occasions Management. Amounts required for each hotel differ.

Accommodation bookings will require a credit card number to guarantee the booking with the hotel. Credit card details need to be provided to All Occasions Group prior to Friday 17 August 2012, if not submitted with the original registration. Should you require a booking after this date, credit card details must be provided with your accommodation request so that it can be guaranteed with the hotel to secure your booking.

If you have any queries regarding your accommodation booking, please contact All Occasions Management, not the hotel.

### **Arrival Time**

General Hotel check-in time is 2.00pm. If you arrive prior to this time your room may not be available. To guarantee a room for an early arrival you will need to book for the previous night.

### **Late Arrivals**

Please indicate on your booking form or notify All Occasions Management in writing if you will arrive at your hotel after 6.00pm on the day of check-in. Failure to do so may result in your room being released.

The accommodation deposit will be forfeited should you not arrive on the date which you have booked. In this instance, your subsequent night's

accommodation will be cancelled and may be re-sold without notice. In addition you must refer to the hotel's individual cancellation fees that may be incurred.

### **Check-out**

Check-out time is strictly 10.00am unless otherwise indicated. Late check-out will result in the hotel's daily rate being charged.

### **Rates and Terminology**

All rates are in Australian dollars inclusive of GST and are for the room only unless indicated otherwise. All rates refer to single, double or twin share unless indicated otherwise.

- 'Single' – a single occupancy room.
- 'Double' – a room with one double, queen or king bed.
- 'Twin' – a room with two beds.

### **Accommodation Alterations and Cancellations**

Alteration or cancellation of hotel accommodation must be sent in writing to All Occasions Management, not to the hotel. Cancellations with less than seven days' notice may incur a penalty. This is at the discretion of the hotel. Refer to each individual hotels cancellation terms and conditions.

### **Accommodation Terms and Conditions**

The accommodation availability and prices shown in this registration brochure are current at the time of publication; however, they are subject to change without notice in accordance with the terms and conditions of each supplier.

All Occasions Management accepts no responsibility for any additional costs or inconvenience incurred.



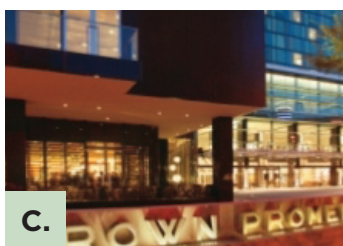
## ACCOMMODATION HOTEL OPTIONS



A.



B.



C.



D.

### A. Hilton Melbourne South Wharf \*\*\*\*\*

2 Convention Centre Place  
South Wharf, Melbourne  
Telephone: 61 3 9027 2000  
Facsimile: 61 3 9027 2001

On site connection with Melbourne  
Convention Exhibition Centre (MCEC)

Rate	Room Type
\$265.00	King Guest Room per night

**Bedding Configuration**  
Configured with one (1) king bed.  
Twin options are limited.

#### Cancellation Terms and Conditions

- Cancellations made 30 - 14 days prior to check-in will incur a charge of one night's accommodation, resulting in the forfeit of the initial deposit paid.
- Cancellations made within 14 days prior to check-in date will incur charges equal to the full booking to the credit card provided for deposit and guarantee.

### B. Crown Metropol \*\*\*\*\*

8 Whiteman Street  
Southbank, Melbourne  
Telephone: 61 3 9292 8888  
Facsimile: 61 3 9292 6455

0.5 km (5 minute walk) to the MCEC

Rate	Room Type
\$265.00	Luxe Room per night

**Bedding Configuration**  
Configured with either one (1) king bed  
or two (2) queen beds.

#### Cancellation Terms and Conditions

- Cancellations made less than 14 days prior to check-in date will incur a charge of one night's accommodation, resulting in the forfeit of the initial deposit paid.

### C. Crown Promenade \*\*\*\*½

8 Whiteman Street  
Southbank, Melbourne  
Telephone: 61 3 9292 6868  
Facsimile: 61 3 9292 6677

0.5 km (5 minute walk) to the MCEC

Rate	Room Type
\$235.00	Standard Room per night

**Bedding Configuration**  
Configured with either one (1) king bed  
or two (2) queen beds.

#### Cancellation Terms and Conditions

- Cancellations made less than 14 days prior to check-in date will incur a charge of one night's accommodation, resulting in the forfeit of the initial deposit paid.

### D. Mantra Southbank Melbourne \*\*\*\*½

31 City Road  
Southbank, Melbourne  
Telephone: 61 3 8696 7222  
Facsimile: 61 3 9696 6747

1.2 km (17 minute walk) to the MCEC

Rate	Room Type
\$228.00	1 Bedroom Apartment per night

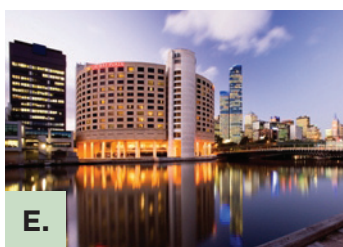
**Bedding Configuration**  
One (1) King OR one (1) Queen and two  
(2) Singles

- *One Bedroom Apartment:* Consist of a Queen or King sized bed in a separate room, lounge/dining area, bathroom and Kitchenette facilities. Maximum occupancy (4) pax. Extra person will occupy a sofa bed; an additional extra charge will apply to the 3rd 4th person.

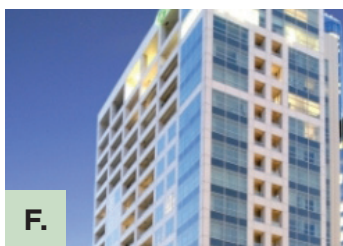
#### Cancellation Terms and Conditions

- Cancellations made less than 7 days prior to check-in date will incur a charge of one night's accommodation, resulting in the forfeit of the initial deposit paid.

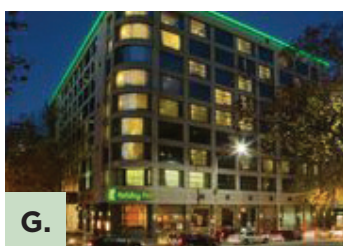
## ACCOMMODATION HOTEL OPTIONS



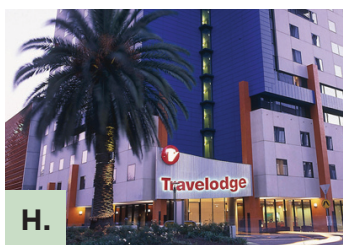
E.



F.



G.



H.

### E. Crowne Plaza Melbourne \*\*\*\* ½

1-5 Spencer Street, Melbourne  
Telephone: 61 3 9648 2777  
Facsimile: 61 3 9629 5624

0.2 km (3 minute walk) to the MCEC

Rate	Room Type
\$245.00	Standard Room per night

#### Bedding Configuration

Standard rooms contain one (1) double bed, no roll-away bed options available for this room type. Twin options are limited on request basis and are configured with two double beds.

#### Cancellation Terms and Conditions

- Cancellations made less than 30 days prior to check-in date will incur a charge of one night's accommodation, resulting in the forfeit of the initial deposit paid.

### G. Holiday Inn on Flinders \*\*\*\*

575 Flinders Lane, Melbourne  
Telephone: 61 3 9629 4111  
Facsimile: 61 3 9629 7027

0.5 km (5 minute walk) to the MCEC

Rate	Room Type
\$220.00	Standard Room per night

#### Bedding Configuration

Standard rooms contain one (1) double bed, no roll-away bed options available for this room type. Twin rooms are limited on request basis and may be charged a higher room rate if available.

#### Cancellation Terms and Conditions

- Cancellations made less than 30 days prior to check-in date will incur a charge of one night's accommodation, resulting in the forfeit of the initial deposit paid.

### F. Clarion Suites Gateway \*\*\*\* ½

1 William Street, Melbourne  
Telephone: 61 3 9296 8888  
Facsimile: 61 3 9296 8880

0.9 km (10 minute walk) to the MCEC

Rate	Room Type
\$215.00	Studio King/Twin
\$230.00	One Bedroom Suite
\$245.00	One Bedroom Riverview Suite
\$409.00	Two Bedroom/Two Bathroom Suite

#### Bedding Configuration

- *Studio Rooms* contain a King bed or 2 Single beds
- *One Bedroom Suites* contain one Queen bed.
- *One Bedroom Riverview Suites* contain one King bed or two Single beds, and a sofa (double).
- *Two Bedroom Suites* contain two King beds or 4 Single beds, and a sofa (double). Also contain two bathrooms.

#### Cancellation Terms and Conditions

- Cancellations made less than 30 days prior to check-in date will incur a charge of one night's accommodation, resulting in the forfeit of the initial deposit paid.

### H. Travelodge Southbank \*\*\*\*

Corner Southgate Ave and Riverside Quay, Southbank  
Telephone: 61 3 8696 9600  
Facsimile: 61 3 9690 1160

0.2 km (3 minute walk) to the MCEC

Rate	Room Type
\$165.00	Room per night

#### Bedding Configuration

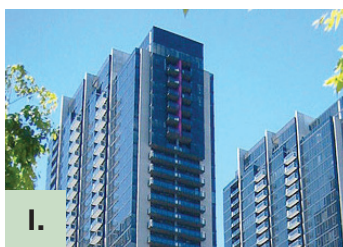
Configured with a double bed.

#### Cancellation Terms and Conditions

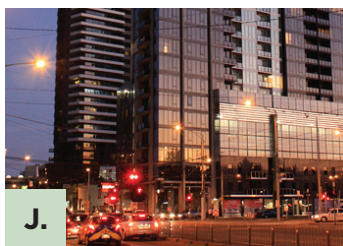
- 89 - 60 days: If over 50% of block released, a charge of 50% of one night accommodation charged.
- 59 - 15 days: If over 10% of block released, a charge of one night accommodation per room, resulting in the forfeit of the initial deposit paid.
- Within 14 days: partial or entire cancellation of group is subject to 100% charge.



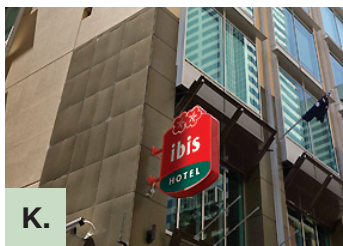
## ACCOMMODATION HOTEL OPTIONS



I.



J.



K.

### I. Melbourne Shortstay Southbank Central Apartments

\*\*\*\*\*

173 & 183 City Road  
Southbank, Melbourne

88 & 100 Kavanagh Street  
Southbank, Melbourne  
Telephone: 61 3 8256 7500  
Facsimile: 61 3 8256 7503

950m (12 minute walk) to the  
Melbourne Convention  
Exhibition Centre

There are four apartment locations  
within 5 minute walking distance of  
one another, bookings will be assigned  
an apartment address shortly before  
the stay.

Rate	Room Type
\$209.00	Condo room per night
\$251.00	Standard room per night
\$272.00	Executive room per night
\$408.00	Superior room per night

#### Cancellation Terms & Conditions for all bookings with Melbourne Short Stay Apartments

- Minimum 2 night's stay applies for check in's from Sunday through to Thursday.
- Minimum 3 night's stay applies to check in's on Friday and Saturday.
- Cancellation within 30-7 days prior to the event will incur one night as cancellation fee.
- Cancellation within 7-1 day prior to the event will incur full accommodation as cancellation fee.

### J. Melbourne Shortstay Southbank Deluxe Apartments

\*\*\*\* ½

63 Whitemans Street  
Southbank, Melbourne  
Telephone: 61 3 8256 7500  
Facsimile: 61 3 8256 7503

230m (4 minute walk) to the MCEC

Rate	Room Type
\$226.00	Condo room per night
\$339.00	Executive room per night

#### Bedding Configuration

- *Condo*: 1 bedroom, 1 bathroom.  
1 Queen bed
- *Standard*: 2 bedroom, 1 bathroom.  
1 queen & 1 double bed, or 1 queen & 2 singles.
- *Executive*: 2 bedroom, 2 bathroom.  
1 queen & 1 double bed or 1 queen and 2 singles.
- *Superior*: 3 bedroom, 2 bathroom.  
1 queen, 1 double and 2 single beds.

### K. Hotel Ibis Little Bourke Street

\*\*\* ½

600 Little Bourke Street  
Melbourne CBD  
Telephone: 61 3 9672 0000  
Facsimile: 61 3 9672 0123

1.4km (19 minute walk) to the MCEC

Rate	Room Type
\$149.00	Standard Twin per night
\$149.00	Standard Double per night

#### Bedding Configuration

Configuration of Twin rooms are two (2) single beds and Double rooms is one (1) double bed.

#### Cancellation Terms & Conditions

Within 30 days prior to arrival –cancellation fee of one night's accommodation applies, resulting in the forfeit of the initial deposit paid. Within 7 days of arrival full cancellation fee applies equal to entire stay. All non-arrivals will incur full cancellation fee equal to entire stay.

## ACCOMMODATION MAP

- A. Hilton Melbourne South Wharf
- B. Crown Metropol
- C. Crown Promenade
- D. Mantra Southbank Melbourne
- E. Crowne Plaza Melbourne
- F. Clarion Suites Gateway
- G. Holiday Inn on Flinders
- H. Travelodge Southbank
- I. Southbank Central Apartments
- J. Southbank Deluxe Apartments
- K. Hotel Ibis Little Bourke Street



## GENERAL INFORMATION

### Dress Standards

#### Conference Sessions

Smart Casual

#### Welcome Reception

Smart Casual

#### Conference Dinner

Smart Casual

### Liability/Insurance

In the event of industrial disruptions or natural disasters, APPA NZPF Trans-Tasman Conference, Australian Primary Principals Association, the Organising Committee and the All Occasions Group cannot accept responsibility for any financial or other losses incurred by the delegates. APPA NZPF Trans-Tasman Conference, Australian Primary Principals Association, the Organising Committee and the All Occasions Group take no responsibility for injury or damage to persons or property occurring during the Conference. All insurance, including medical cover or expenses incurred in the event of the cancellation of the Conference, is the individual delegate's responsibility. Attendees are encouraged to choose a travel insurance policy that includes loss of fees/deposits through cancellation of your participation in the Conference or through the cancellation of the Conference itself, loss of airfares for any reason, medical expenses, loss or damage to personal property, additional expenses and repatriation should travel arrangements have to be altered. The Conference Secretariat will take no responsibility for any participant failing to insure.

### Local Transport

#### Taxi Services

Silver Top Taxis	131 008
13 Cabs	13 22 27
Arrow	13 22 11
Embassy Taxis	13 17 55

Taxis are available from both domestic terminals (Terminal 1 – T1 and Terminal 3 – T3). Expect a taxi fare of around A\$90.00 to A\$100.00 for a return trip between the CBD and Melbourne Airport. A \$2.00 taxi parking fee applies to passengers leaving Melbourne Airport from a taxi rank.

#### Trams to the MCEC

Route 96 – St Kilda to East Brunswick  
Route 109 – Port Melbourne to Box Hill  
Route 112 – West Preston to St Kilda

#### Trains to the MCEC

Southern Cross and Flinders Street stations are both a short stroll from the MCEC. These stations are major hubs for suburban, regional and interstate rail services.

For tram and train timetables see [www.metlinkmelbourne.com.au](http://www.metlinkmelbourne.com.au)

#### Melbourne Sky Bus

Skybus Super Shuttle is the official transit link between Melbourne Airport and the central business district. It departs every 15 minutes from Southern Cross station, a five-minute walk from the CBD.

For more information and to view timetables see [www.skybus.com.au](http://www.skybus.com.au)

### Name Badges

All delegates, sponsors and exhibitors will be issued with a name badge at registration. Admittance to all sessions and social functions included in the registration fee will require presentation of your badge.

## GENERAL INFORMATION

### Registration Desk

All delegates must register to attend the Conference. The registration and information desk will be located in concourse area opposite exhibition bays 13/14 at the Melbourne Convention Exhibition Centre.

Tentative opening hours are listed below, confirmed details will be provided in the pocket program.

#### Tuesday, 18 September

1.00pm – 4.30pm

#### Wednesday, 19 September

8.00am – 4.30pm

#### Thursday, 20 September

8.30am – 4.30pm

#### Friday, 21 September

8.30am – 1.00pm

### Privacy Policy

In accordance with the requirements of the Australian Privacy Act 2000, the All Occasions Group (encompassing All Occasions Management and Travelscene at All Occasions) complies with such legislation which is designed to protect the rights of the individual to privacy of their information. All information collected with respect to your registration for participation in this Conference will only be used for the purposes of planning, conduct of the event or communication regarding future events. These details may be made available to parties directly related to the Conference including but not limited to the All Occasions Group, venues, accommodation and travel providers (for the purposes of room/travel bookings and conference options), key sponsors (subject to strict conditions) and other related parties as deemed necessary. It is also usual practice to produce a 'Delegate List' of attendees at the Conference and to include the individual's details in such a list. By completing this registration form, you acknowledge that the details supplied by you may be used for the above purposes. It is your responsibility to ensure that all information provided

to the All Occasions Group is accurate and kept up to date. To access or update your information, please email All Occasions Group at [steadfast@aomevents.com](mailto:steadfast@aomevents.com) or Fax 61 08 8125 2233.

### Temperature

For the month of September, Melbourne's average daily maximum temperature is 17.1°C; the average daily minimum is 8.0°C.

### Venue

#### Melbourne Convention Exhibition Centre

1 Convention Centre Place  
South Wharf, VIC, 3006  
Telephone: + 61 03 9235 8000  
Facsimile: + 61 03 9235 8001

The MCEC is a landmark in the area, perched on the south bank of the Yarra River and surrounded on all sides by trams, trains, buses, taxi ranks and ample car parking. A short stroll along the iconic Southbank Promenade places you in the heart of Melbourne city – Australia's culture, cuisine and events capital – where visitors can enjoy a perfect café latte by day or an award-winning local wine or microbrew by night.



## ORGANISING COMMITTEE

### Executive Committee

Gabrielle Leigh, (LEADER), VPA

Brad Nelsen, IPSHA  
Cheryl Penberthy, IPSHA  
David Ellery, NZPF  
David Forbes, IEU Vic Tas  
Duncan Arendse, IEU Vic Tas  
Ernie Buutveld, NZPF  
Grace Conway, VPA  
Ian Sloane, VPA  
John Connors, IEU Vic Tas  
Michael Nuttall, APPA  
Norm Hart, APPA  
Paul Drummond, NZPF  
Peter Simpson, NZPF  
Terry Condon, VPA

### Finance & Sponsorship Committee

David Ellery (LEADER), NZPF  
Ian Sloane (LEADER), VPA  
  
Chris Dickinson, IEU Vic Tas  
Gabrielle Leigh, VPA  
Iva Hampson, IPSHA

### Program, Venue & Logistics Committee

Terry Condon (LEADER), VPA  
  
Anne-Maree Kilman, VPA  
Cheryl Penberthy, IPSHA  
Ernie Buutveld, NZPF  
Gabrielle Leigh, VPA  
Greg Lane, IEU Vic Tas  
Peter Simpson, NZPF

### Publicity Committee

John Connors (LEADER), IEU Vic Tas  
  
Alison Prandoloni, IPSHA  
Kevin Mackay, VPA  
Liz Hawes, NZPF

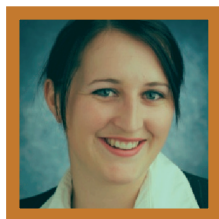
### Social Committee

Duncan Arendse (LEADER), IEU Vic Tas  
  
Cheryle Osborne, VPA  
Glenn Butler, VPA  
Grace Conway, VPA  
Grant Buckler, IPSHA  
Peter Simpson, NZPF

### School Visit Committee

David Forbes (LEADER), IEU Vic Tas  
  
Brad Nelsen, IPSHA  
Jack Fisher, VPA  
Ken Massari, VPA  
Sharon Saitlik, VPA

## EVENT MANAGERS



**Shanna Sheldrick**

Manager, Conventions and Events  
All Occasions Management



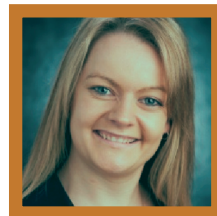
**Candice Sferco**

Senior Coordinator  
Conventions and Events  
All Occasions Management



**Megan Watmuff**

Coordinator, Conventions and Events  
All Occasions Management



**Alison Bennett**

Coordinator, Conventions and Events  
All Occasions Management



**ALL OCCASIONS  
MANAGEMENT**

**All Occasions Management**

41 Anderson Street  
Thebarton SA 5031  
Telephone: + 61 8 8125 2200  
Facsimile: + 61 8 8125 2233  
Email: [conference@aomevents.com](mailto:conference@aomevents.com)  
[www.alloccasionsgroup.com](http://www.alloccasionsgroup.com)

We have an absolutely outstanding line-up of International and Australian premier speakers and educational leaders who will share their experiences, knowledge and skills.

register  
now  
take  
your  
place

## Registration Form

**Victorian Principal's Association on behalf of  
Australian Primary Principals' Association**

ABN 53 483 039 713

All amounts are in Australian dollars unless otherwise indicated.

All fees are GST inclusive.



### Demographics

Given Name \_\_\_\_\_

Last Name \_\_\_\_\_

Preferred Name for Badge \_\_\_\_\_

Position \_\_\_\_\_

School/Organisation \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_ Post Code \_\_\_\_\_

Telephone \_\_\_\_\_

Facsimile \_\_\_\_\_

Mobile \_\_\_\_\_

Email Address \_\_\_\_\_ (All information and updates regarding the Convention will be sent to this address)

Any Special Requirements (e.g. dietary, wheelchair access) \_\_\_\_\_

### Membership

To be valid for the 'member' rates please indicate which membership applies to you.

☐ APPA

☐ NZPF

☐ Non-member

State Organisation Membership (e.g. VPA, IPSHA, IEU VIC Tas) \_\_\_\_\_

### Marketing

All Occasions Group uses commercial electronic messages (i.e. email updates, newsletters etc) to keep Delegates, Sponsors and Exhibitors informed on both current and future events. You will automatically be kept informed of Conference and accommodation specials.

☐ No, I would not like to be kept informed of Conference and accommodation specials.

Privacy: In registering for this Conference, relevant details will be incorporated into a Delegate List. Delegate Lists will be published to Sponsors and Exhibitors and within the Conference Satchel.

☐ Please do not include my name and details on the Delegate list.

### Registration Fees (please tick)

	Early Bird (up to and including 25/07/12)	Regular (from 26/07/12)
Member 3 Day Registration	<input type="checkbox"/> \$785	<input type="checkbox"/> \$860
Non Member 3 Day Registration	<input type="checkbox"/> \$860	<input type="checkbox"/> \$945
Member 2 Day Registration	<input type="checkbox"/> \$585	<input type="checkbox"/> \$645
Non Member 2 Day Registration	<input type="checkbox"/> \$645	<input type="checkbox"/> \$705
Member 1 Day Registration	<input type="checkbox"/> \$315	<input type="checkbox"/> \$345
Non Member 1 Day Registration	<input type="checkbox"/> \$345	<input type="checkbox"/> \$375

### Registration Total \$

### Days of Attendance

Please indicate your days of attendance to match your chosen registration type.

☐ Wednesday

☐ Thursday

☐ Friday



## Registration Form

**Victorian Principal's Association on behalf of  
Australian Primary Principals' Association**

ABN 53 483 039 713

All amounts are in Australian dollars unless otherwise indicated.

All fees are GST inclusive.



### Social Program

Registration fees include attendance at the Welcome Reception\* on Tuesday, 18 September 2012. Attendance to the Conference Dinner on Thursday, 20 September 2012 and the Sector Cruise on Wednesday 19 September 2012 must be booked separately and will incur an additional fee.

\* Delegates must mark on the registration form if they are attending the Welcome Reception on Tuesday, 18 September 2012. No discount will be offered to those not attending the Welcome Reception.

Yes, I/we will attend the:

☐ Welcome Reception, inclusive with registration

☐ Additional ticket \$80.00 per person  
number

☐ Optional River Cruise, \$100.00 per person  
number

☐ Gala Dinner, \$160.00 per person  
number

☐ School Visit Program  
(Monday 17, Tuesday 18 September 2012)  
\$30.00 per person  
number

**Social Program Total \$**

### Accommodation

All Occasions Management has reserved accommodation at a range of hotels. To access these rooms at the Convention rate, all rooms must be booked through All Occasions Management. Rooms will be allocated strictly on first-come-first-serve basis. Please ensure you have read the terms and conditions on page 14 carefully before selecting your accommodation preferences.

Arrival Date

Departure Date

ETA

Name of person(s) sharing

### Special Requests

☐ Single ☐ Double ☐ King

☐ Smoking ☐ Non-Smoking

Please indicate your hotel preference (1, 2, and 3) in the boxes below. Please ensure that you mark all three of your preferences. If your first preference is not available you will automatically be booked into your second or third preference. All rates are room only per night unless otherwise stated and GST inclusive.

☐ Yes, I have read and agreed to the terms and conditions on pages 20 and 21 and the cancellation policy of my selected accommodation provider and I give permission for All Occasions Management to forward my credit card details to the hotel to guarantee my booking.

**Please note: If you have not accepted the terms and conditions, your accommodation booking will not be processed.**

## Registration Form

**Victorian Principal's Association on behalf of  
Australian Primary Principals' Association**

ABN 53 483 039 713

All amounts are in Australian dollars unless otherwise indicated.

All fees are GST inclusive.



### A. Hilton Melbourne South Wharf

☐ \$265.00 – King Guest Room per night

### B. Crown Metropol

☐ \$265.00 – Luxe Room per night

### C. Crown Promenade

☐ \$235.00 – Standard Room per night

### D. Mantra Southbank Melbourne

☐ \$228.00 – 1 Bedroom Apartment per night

### E. Crowne Plaza Melbourne

☐ \$245.00 – Standard Room per night

### F. Clarion Suites Gateway

- ☐ \$215.00 – Studio King/Twin
- ☐ \$230.00 – One Bedroom Suite
- ☐ \$245.00 – One Bedroom River View Suite
- ☐ \$409.00 – Two Bedroom/Two Bathroom Suite

### G. Holiday Inn on Flinders

☐ \$220.00 – Standard Room per night

### H. Travelodge Southbank

☐ \$165.00 – Room per night

### I. Southbank Central Apartments

- ☐ \$209.00 – Condo room per night
- ☐ \$251.00 – Standard room per night
- ☐ \$272.00 – Executive room per night
- ☐ \$408.00 – Superior room per night

### J. Southbank Deluxe Apartments

- ☐ \$226.00 – Condo room per night
- ☐ \$339.00 – Executive room per night

### K. Hotel Ibis Little Bourke Street

- ☐ \$149.00 – Standard Twin per night
- ☐ \$149.00 – Standard Double per night

### Credit Card Guarantee Details

☐ MasterCard ☐ VISA

☐ AMEX ☐ Dinners

Card holders name as it appears on the card

Card Number | | | | | | | | | | | | | | | |

Expiry Date /

Signature

A reservation will not be made on your behalf without a valid credit card. Alterations or cancellation of hotel accommodation must be sent in writing to All Occasions Management, not to the hotel. Please refer to page 15-17 for the cancellation policy of each hotel.

## Registration Form

**Victorian Principal's Association on behalf of  
Australian Primary Principals' Association**

ABN 53 483 039 713

All amounts are in Australian dollars unless otherwise indicated.

All fees are GST inclusive.



### Payment Summary

<b>Registration Fee</b>	\$
<b>Social Program</b>	\$
<b>Total</b>	\$

Please Note: FULL PAYMENT is required prior to the commencement of the Conference.

Admission to the Conference and all Social Functions will be refused if payment has not been received.

Payment or payment advice must accompany this registration form and may be made by:

- ☐ Cheque enclosed payable to  
"All Occasions Group - Trust Account 4"
- ☐ Electronic Funds Transfer to  
"All Occasions Group - Trust Account 4"  
BSB: 065 112  
Account Number: 1012 4006  
Bank: Commonwealth Bank of Australia  
Branch: Hindmarsh, SA

To allow us to identify your EFT payment, you must enter your surname as the statement reference. A remittance advice must also be forwarded by email or fax to All Occasions Management.

☐ Please debit my credit card for the following amount:

☐ MasterCard      ☐ VISA

☐ AMEX      ☐ Dinners

\* Payments made by credit card will incur merchant fee charges, 2.5% for VISA and MasterCard, 3.5% for AMEX and 4.5% for Diners.

Card holders name as it appears on the card

Card Number | | | | | | | | | | | | | | | |

Expiry Date /

Signature

Please note that debits to your credit card will appear as All Occasions Management on your statement.

### International Delegate Payments

For all International Delegate payments, the preferred method of payment is by Credit Card.

We will accept payment by cheque and electronic funds transfer (EFT) however please note that the amount received by All Occasions Management MUST be the full invoiced amount, in Australian dollars. Bank fees will be charged by your bank to process either a cheque or EFT so please ensure you discuss these with your bank and arrange for the correct amount to be received by All Occasions Management.

### Please return this completed form to:



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