

**TAX INVOICE AND REGISTRATION FORM**  
**Payment MUST Accompany Registration**  
**(Either Cheque, Order Number or Credit Card Details)**

Contact Person: Trina Paul Fax No: (07) 867 7680	Email Address: <a href="mailto:Trina.paul@ipwea.org">Trina.paul@ipwea.org</a>	Postal Address: Trina Paul C/- IPWEA NZ PO Box 25415 Featherston St Wellington 6146
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**Friday 27 July 2018, 9.00am – 3.30pm then drinks/light refreshments**  
Venue James Cook Hotel Wellington

Closing Date for Registrations Tuesday 24 July 2018

Title: _____	First Name: _____	Last Name: _____
Organisation: _____		
Purchase Order Number / Reference (if applicable): _____		
Postal Address: _____		
Email Address: _____		Tel: _____
Note: You will receive confirmation within 1-2 business days. If not, please contact us.		

<b>Special Dietary Needs e.g. GLUTEN FREE / DAIRY FREE</b>
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<b>Fees</b>	Early Bird Registration Fees (before 16 July)	\$80.00 (incl GST)
	Registration Fees (After 16 July)	\$100.00 (incl GST)
	Cancellation Fees	\$25.00 (incl GST)
	<b>NOTE: written notice of withdrawal must be tendered prior to event.</b>	

✓ **Payment Methods:**

<input type="checkbox"/> Cheque	\$ \$80.00 (Incl GST)	Payable to: <b>RCA Forum</b>
<input type="checkbox"/> Direct Credit	\$ \$80.00 (incl GST)	Bank Account Details: <b>Westpac – Thames – 03 0458 0264788-04</b>
<input type="checkbox"/> Credit Card	\$ \$80.00 (incl GST)	<b>Visa                      MasterCard</b>

Card No:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	CSV No:	<input type="text"/>	<input type="text"/>	<input type="text"/>
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Expiry Date:	<input type="text"/>	<input type="text"/>	Cardholder's Name:	<input type="text"/>
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**(OFFICE USE ONLY)**

Date Received	_____	Entered	_____	Payment Actioned	_____
Sales Number	_____	Date	_____	Job Code	_____