



17th National Conference

27th – 30th April 2012

INFORMATION SHEET & PRICES

GENERAL INFORMATION

- All delegates need to fill out the on-line registration form accessible via the Association's website.
- Delegates can register their partners on the same page or request further pages to register any additional delegates (and partners if applicable) on extra pages.
- For the purpose of this registration process, the term "partner" does not mean a business partner it means your spouse/partner. A business partner will need to register as a delegate.
- If your spouse / partner is actively involved in your business they too should register as a delegate.
- Costs are detailed below. Upgrade options are available for those requiring a Single Room Supplement, any of the more luxurious accommodation options or the various Team Building & Golf Activities organised for the Saturday afternoon.
- Optional teambuilding activities organised for the Sunday afternoon are included in the conference package.
- For explanatory details of Team Building options refer to the 17th National Conference brochure.

COSTS

BASIC CONFERENCE COSTS *Prices quoted are based on twin share or double accommodation.*

Registrations are due by 25 January 2012. Late registration fees will apply after that date.

Early Bird Registrations (deposits received by 25 January 2012)

Delegates Registration Cost	\$ 1,375.00 +GST
Partners Registration Cost	\$ 1,225.00 +GST

Late Registrations (received after 25 January 2012)

Delegates Registration Cost	\$ 1,450.00 +GST
Partners Registration Cost	\$ 1,300.00 +GST

OPTIONAL COSTS

Single Room Supplement	\$ 140.00 +GST per night
Upgrade to Lagoon King View	\$ 45.00 +GST per room per night
Upgrade to Beachfront King View	\$ 85.00 +GST per room per night
Upgrade to Lagoon Suite	\$ 155.00 +GST per room per night
Upgrade to Beachfront Suite	\$ 225.00 +GST per room per night
Extended Stay/Additional Nights – Standard Room (3 days pre or post)	\$ 280.00 +GST per room per night
Children	\$ P.O.A.
Saturday Activities	\$ refer to team building activity list below

INCLUSIONS IN THE BASIC CONFERENCE PACKAGE

Conference prices quoted are based on Twin Share or Double Accommodation at the InterContinental Fiji Golf Resort & Spa. The basic conference package includes:

- Three (3) nights' Accommodation (Fri, Sat, Sun)
- Breakfast (Sat, Sun & Mon)
- Cocktail Parties or Evening Drinks (Fri, Sat & Sun)
- Lunches (Sat & Sun)
- Evening Dinners (Fri, Sat & Sun) including entertainment & shows
- Coach transfers to and from the InterContinental Hotel to ASOFIA organised activities and to and from Airport meeting designated arriving and departing flights.

WHAT'S EXTRA

Participation in, and any costs associated with Saturdays optional team building activities as described within the conference brochure. Also use of special resort facilities, spa and personal use items such as laundry, minibar etc. Any special transfers outside of our organised group transfers.

ACCOMMODATION PREFERENCES

- A limited number of Lagoon King View, Beachfront King View and Lagoon Suite & Beach Front Suite rooms are available and upgrade costs are indicated in the cost table. For any upgrade requests book early to avoid disappointment. Rooms will be allocated on a first come first served basis.

- If traveling as an individual, you will need to request the Single Room Supplement unless you are prepared to Twin Share with someone. This should be noted in the Special Needs section under the Delegate Personal Information.
- Additional night's accommodation 3 days prior and 3 days post conference are available at our special discounted accommodation rates. Please select and add in the dates the accommodation is required from and to on the on-line registration form.

OPTIONAL EXTENSION

The usual ASOFIA Golf Masters will be held if there is sufficient interest. Please contact the National Office to confirm your interest.

OPTIONAL TEAM BUILDING ACTIVITIES (for full details refer to conference brochure)

Delegates and Partners can select one of the following Saturday team building activities:

- | | | |
|------------------------|---|-----------------------|
| • Golf Challenge | - | \$100 +GST per person |
| • Car Rally | - | \$110 +GST per person |
| • Off Road Cave Safari | - | \$120 +GST per person |

PAYMENTS & DEPOSITS

- Payments can be made via Credit Card or upon invoice.
- Fees apply for Visa & MasterCard payments. No facility exists for American Express or Diners Club payments.
- If selecting an invoice arrangement, a deposit of \$500 per person is due by EFT within 7 days of registration.
- Full payment of the balance is due within 30 days of registration.
- Registrations will be cancelled if deposits are not paid by the due date.
- A cancellation fee will apply to any registration cancelled after 25 January, 2012. Refer to below.

SPECIAL OFFER

The first 25 conference registrations received for more than 2 people before 25th January 2012 will receive a complimentary 6 month Showcase Page** within the ASOFIA website valued at \$300.00.

** *Company information & images to be supplied by member – special offer must be taken by end February 2012*

AIR TRAVEL ARRANGEMENTS

Members should book their own air travel for the Fiji conference. We have however organised a central booking arrangement with Flight Centre which offers best fare of the day on all the airlines available including QANTAS, Air Pacific, Virgin & Jetstar. Obviously the earlier you book the cheaper the fares will be. Please visit the following website link to make your flight booking. <https://www.galileoonline.travel.com/ASOFIA>

Flights should be booked into and out of Nadi which is the closest airport to our conference venue. It is highly recommended that flights that arrive early to mid afternoon on Friday 27th April are booked.

Please note that Fiji is two hours ahead of the east coast of Australia (EST). so you lose two hours travelling. Recommended flight departure times for members departing east coast of Australia are early morning and for returning back to east coast Australia afternoon.

Booking your flights via this Flight Centre arrangement will enable the Association to receive travel reports that in turn will enable us to better coordinate transfers to the resort which is about 50 minutes from the airport.

TRANSFERS

ASOFIA will coordinate coaches to collect members from and deliver members to Nadi airport at designated times. Please contact ASOFIA National Office on 02 4342 5505 if you require further information about Transfers.

CONFERENCE CANCELLATIONS

Members are advised that due to the strict contractual arrangements in place with the conference venue cancellation fees will be incurred at the following rates:

- \$100 cancellation fee for each cancellation after close of early bird registrations on 25th January 2012
- \$250 cancellation fee for each cancellation after 25th February 2012
- 50% forfeit of full conference registration fee for cancellations less than 30 days out
- 100% forfeit of conference registration fee for cancellation less than 21 days out

Cancellations based on calendar days prior to start of conference. ASOFIA reserves the right to pass on and charge an administration fee for any late booking changes.

FURTHER ENQUIRIES

Please contact ASOFIA National Office on 02 4342 5505.