

Professional Development Workshop

Develop a sustainability policy and procedure for your workplace

Contact Information

Name		
Position/Role		
Organisation		
Address		
	State	Postcode
Telephone	Website	
Fax	Email	

The organisation I work for would best be described as:

- | | | | |
|---|---|--|---|
| <input type="checkbox"/> Private/Public RTO | <input type="checkbox"/> Business | <input type="checkbox"/> Government agency | <input type="checkbox"/> Other (please specify) |
| <input type="checkbox"/> Consultancy | <input type="checkbox"/> NFP Organisation | <input type="checkbox"/> Peak body | _____ |

The workshop/s I wish to register (please select)

CITY	SUSTAINABILITY COURSE	VENUE
Melbourne	<input type="checkbox"/> Thursday June 10th	L1, 1155 Toorak Rd, Camberwell VIC
Melbourne	<input type="checkbox"/> Thursday June 17th	L1, 1155 Toorak Rd, Camberwell VIC
Melbourne	<input type="checkbox"/> Thursday July 8th	L1, 1155 Toorak Rd, Camberwell VIC
Melbourne	<input type="checkbox"/> Thursday July 22nd	L1, 1155 Toorak Rd, Camberwell VIC
Melbourne	<input type="checkbox"/> Saturday August 21st	L1, 1155 Toorak Rd, Camberwell VIC

\$450 special introductory price per participant per workshop. The workshop will be confirmed once sufficient registrations have been received. TOTAL COST \$ _____

Payment Options (please select one)

- | | | |
|---|-------------------------------------|---|
| <input type="checkbox"/> Cheque | <input type="checkbox"/> Mastercard | <input type="checkbox"/> Deposit: Aspin Pty Ltd, Bendigo Bank |
| <input type="checkbox"/> Purchase order # _____ | <input type="checkbox"/> Visa | BSB 633-108, Account 1209 225 47 |

Credit Card Number	Exp Date
Card Holder Name	Signature

Please fax completed form to **03 9018 4446**

For further information about the workshop short courses, please contact Aspin Group call 1300 754 771 or email: info@aspingroup.com.au

Aspin Group Workshop Terms and Conditions

1. Registration fees must be paid prior to attendance at a workshop. Registrants who find that they are unable to attend a workshop may nominate a substitute to replace them at the workshop
2. Delivery of a workshop by Aspin Group will be dependent upon a minimum number of registrations being received.
3. Aspin Group reserves the right to vary the date of a workshop if insufficient registrations are received.
4. Cancellation policy: **a** In the event that Aspin Group cancels a workshop event registration fees will be refunded in full, or can be carried forward to a future event. **b** A registrant who cancels registration more than seven days before the date of a workshop event will receive a full refund of the registration fee. **c** A registrant who cancels seven days or less before the date of a workshop event will receive a 50% refund of the registration fee. **d** No refund will be made for non-attendance on the day where prior notification of non-attendance was not received by Aspin Group. Registrants who are unable to attend may nominate a substitute to replace them at the workshop.
- 5 Personal information provided by registrants during the registration process or otherwise in connection with an Aspin Group workshop event will be treated in accordance with Aspin Group's privacy policy, which is accessible at <http://www.aspintraining.com.au/node/92>