



19th Attorney-General's Conference 2017
8-9 December 2017 - InterContinental Golf Resort & Spa

REGISTRATION FORM

Mr/Mrs/Ms: _____
(Surname) (First Name)

Organisation/Firm: _____

Phone: (Work) _____ **Fax:** _____ **Mobile:** _____

Mailing Address: _____

E-mail: _____

CONFERENCE PACKAGES

(Please tick where appropriate)

a) **FULL CONFERENCE PACKAGE (2 days)** **\$1,300.00 pp**
*(Full package, Incl. accommodation – single room, meals
Conference & Evening Functions)*

ACCOMPANYING PERSON **\$ 600.00 pp**
(incl. meals & evening functions)

Mr/Mrs/Ms _____
Name of Guest

Number of Children _____ **Ages** _____
*(Meals for children accompanying their parents/guardians
are not covered in the conference package. No child is
allowed into the Conference Room, lunch and evening functions).*

b) **FULL CONFERENCE PACKAGE:**
Room share – both legal practitioners (2 days) **\$1,100.00 pp**
(Conference & Evening Functions)

c) **FULL CONFERENCE PACKAGE (1 day)**
*(Full package, Incl. accommodation – single room, meals,
Conference & Evening Function)*

- Friday, 8 December 2017 **\$ 1,000.00 pp**
- Saturday, 9 December 2017 **\$ 1,000.00 pp**

d) **DAILY ATTENDANCE** *(Conference, tea breaks & lunch)*

- Friday, 8 December 2017 **\$ 500.00 pp**
- Saturday, 9 December 2017 **\$ 500.00 pp**

e) **EVENING FUNCTIONS** (Optional for daily attendance participants)

- Friday, 8 December 2017 (Annual Dinner) \$ 300.00 pp
- Saturday, 9 December 2017 (Cocktail & Dinner) \$ 300.00 pp

f) **PERSONAL PREFERENCES**

Special Dietary Requirements: Yes/No _____

If yes, state which: _____

g) **REQUIREMENTS OF THE HOTEL:**

(i) Time of Arrival: _____ Time of Departure: _____

(ii) Name of any guest accompanying participant
(*excl. meals & evening functions*) Mr/Mrs/Ms _____

(iii) Number of Children _____ Ages _____

Signature: _____	Date: _____
Official Use Only: Amount Paid _____	Receipt No. _____
Date Received: _____	Signature: _____

INFORMATION FOR DELEGATES

1. A limited number of rooms have been booked for the Conference. Therefore, once payment is received for the booked rooms, we will not be able to accept any additional bookings for accommodation. However, if you wish to attend the Conference on a non-residential basis and accommodate yourself elsewhere, you may register as a daily or session delegate.
2. **Registration fees do not include items charged to your room.** The Hotel **will not** accept personal cheques for additional food, beverage or other charges. Where guests are required to settle food and beverage and miscellaneous accounts and they wish to do so by a company credit card, the Resort requires an imprint of the credit card upon arrival. It is important to note that all credit cards have limits in Fiji and to exceed those limits, approval is required. Please obtain approval prior to your arrival.
3. Please note that as per hotel policy, the maximum number of children (12 years and below) allowed per room is two (2). There will also be additional charges for any extra adults in the room.
4. **The hotel requires a deposit of \$100 upon check-in which is refundable when checking out.**
5. **Dress Code – Formal attire for both days.**
6. **Registration closes on 30 October 2017.** Completed registration forms together with the appropriate fees payable, must reach the Chairperson, Attorney-General's Conference Committee, Office of the Attorney-General, P.O. Box 2213, Government Buildings, Suva or can be hand-delivered and paid at our Accounts Section on Level 5, Suvavou House on or before **30 October 2017**. The rates quoted above are subject to change.
7. The organisers reserve the right to amend the program as and when necessary.