



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

- Friday, 9 December 2016 (Annual Dinner) \$ 300.00 pp
- Saturday, 10 December 2016 (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 \_\_\_\_\_

<b>Signature:</b> _____	<b>Date:</b> _____
<b>Official Use Only:</b> <b>Amount Paid</b> _____	<b>Receipt No.</b> _____
<b>Date Received:</b> _____	<b>Signature:</b> _____

**INFORMATION FOR DELEGATES**

1. A total of **192 rooms** have been booked for the Conference. Therefore, once payment is received for these 192 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 11 November 2016.** 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 **11 November 2016**. The rates quoted above are subject to change.
7. The organizers reserve the right to amend the program as and when necessary.