



5th WORLD SUMMIT ON ARTS & CULTURE MELBOURNE 2011

3-6 October 2011



REGISTRATION FORM

Please complete one form per delegate. Registration for the 5th World Summit on Arts and Culture is limited to 750 places. Early booking is recommended (note that registrations received on or before 30 June will receive a 10% discount). All fees will be charged in Australian Dollars and are inclusive of Goods and Services Tax (GST).

DELEGATE DETAILS PLEASE NOTE: THE FIELDS MARKED * ARE COMPULSORY

TITLE (DR/MR/MRS/MS ETC.) GIVEN NAME*

FAMILY NAME*

PREFERRED NAME ON NAME BADGE GENDER MALE FEMALE

ORGANISATION NAME (IF APPLICABLE)

POSITION

ADDRESS*

ADDRESS 2

CITY* COUNTY/STATE/PROVINCE

POSTAL/ZIP CODE COUNTRY*

PHONE NUMBER (INCLUDING COUNTRY CODE)

MOBILE NUMBER (INCLUDING COUNTRY CODE)

FAX NUMBER (INCLUDING COUNTRY CODE)

E-MAIL ADDRESS*

SUMMIT REGISTRATION FEES

Registration Type <small>Please tick one</small>	Early Bird Registration <small>on or before 30 June 2011</small>	Registration <small>on or after 1 July 2011</small>
● CATEGORY A Delegates from countries in the European Union and European Free Trade Association, Australia, Canada, Hong Kong (SAR), Japan, Macao (SAR), New Zealand, Singapore, South Korea & USA		
Non Members	<input type="radio"/> AUD 1,525.50	<input type="radio"/> AUD 1,695.00
IFACCA Members and Affiliates	<input type="radio"/> AUD 1,215.00	<input type="radio"/> AUD 1,350.00
Professional Arts Practitioners	<input type="radio"/> AUD 765.00	<input type="radio"/> AUD 850.00
● CATEGORY B Delegates from other countries including EU Accession Countries		
Non Members	<input type="radio"/> AUD 765.00	<input type="radio"/> AUD 850.00
IFACCA Members* and Affiliates	<input type="radio"/> AUD 535.50	<input type="radio"/> AUD 595.00
Professional Arts Practitioners	<input type="radio"/> AUD 535.50	<input type="radio"/> AUD 595.00
IFACCA Members, Complimentary#	<input type="radio"/> AUD 0.00	Voucher code:
<small># IFACCA Members in Category B are entitled to one complimentary registration. A unique voucher code will be provided on confirmation of membership status. Please email guest@artsummit.org for your code.</small>		
● Complimentary Guests##	<input type="radio"/> AUD 0.00	Voucher code:
<small>## Complimentary guests of IFACCA and the Australia Council will have been provided with a unique voucher code.</small>		
● Accompanying Person Rate^	<input type="radio"/> AUD 250.00	<input type="radio"/> AUD 250.00
<small>^ Fee for Accompanying Person covers the World Summit Opening Ceremony and Official Dinner.</small>		



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CULTURAL PROGRAMME

The Opening Ceremony, Official Dinner and one of Melbourne Festival's preview events are **automatically included** in the registration fee for delegates. Tickets are strictly limited. Please select **ONE** preview event below:

- Back to Back Theatre – Tuesday 4th October
- Chunky Move and Victorian Opera – Thursday 6th October

The Opening Ceremony will take place on Monday 3rd October .
The Official Dinner will be on Wednesday 5th October.

For further information please visit www.artsummit.org/programme/culturalprogramme/

Additional tickets

Additional tickets for accompanying persons can be purchased at a concession rate.

- AUD 55.00: Back to Back Theatre – Tuesday 4th October
- AUD 99.00: Chunky Move and Victorian Opera – Thursday 6th October

Melbourne Festival Opening Night Party

The following social function is **optional** and **not included** in the registration fee.

Date: Thursday 6th October

Time: From 22:00hrs

Location: Forum Theatre, Flinders Street, Melbourne

The standard cost is AUD 110.00 per person, but for Summit delegates and accompanying persons, the cost is AUD 60.00 per person. The cost includes beverages, canapés and entertainment.

Limited tickets available.

For further details please visit www.artsummit.org/programme/culturalprogramme/

To purchase ticket(s) please indicate below (maximum of 2 tickets per registration)

- AUD 60.00 1 ticket
- AUD 120.00 2 tickets

Important Note

The registration fee does not include costs of travel to Melbourne, Australia; accommodation; breakfast; bank administration fees; visa fees or travel insurance.

All travellers to Australia, other than Australian and New Zealand citizens, are legally required to hold a valid visa. It is advisable to apply for your visa as soon as possible to ensure adequate time for processing. The minimum time frame stated for an Australian visa application is six (6) weeks.

SPECIAL REQUIREMENTS

Do you have any special dietary requirements? Yes No

If yes, please give details:

Do you have any access requirements? Yes No

If yes, please give details:

SIMULTANEOUS TRANSLATION

English is the official language of the Summit. Simultaneous translation in French and Spanish will be available.

If simultaneous translation facilities were to be provided other than French and Spanish, would you use them? Yes No

If yes, please specify language:



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ACCOMMODATION

If you wish to make your own arrangements for accommodation please tick the box below and go to the next section. Otherwise please read on.

I do not require arinex Pty limited to book accommodation for me. I will make my own arrangements.

A minimum of one (1) night's deposit must be paid or credit card details provided at the time of booking to guarantee accommodation. Bookings made on or after 26 August 2011 must be secured with credit card details.

Prices, including GST, are correct at time of publication but may fluctuate due to changes in government charges, taxes or levies. To check all current room rates, booking terms and conditions and to access hotel fact sheets visit the Summit website www.artsummit.org/visiting/accommodation/

Please tick your selection below and complete the required areas.

● HILTON MELBOURNE SOUTH WHARF 5★ - OFFICIAL SUMMIT HOTEL (adjacent to Summit venue)

Room Type	Bed configuration	Room Only Rate	Bed and Breakfast Rate for one	Bed and Breakfast Rate for two
Hilton Guest Room	<input type="radio"/> Single <input type="radio"/> Double <input type="radio"/> Twin	<input type="radio"/> AUD 275.00	<input type="radio"/> AUD 295.00	<input type="radio"/> AUD 315.00
Hilton Deluxe	<input type="radio"/> Single <input type="radio"/> Double <input type="radio"/> Twin	<input type="radio"/> AUD 324.00	<input type="radio"/> AUD 344.00	<input type="radio"/> AUD 364.00
Executive Room <small>(inclusive of breakfast and Executive Floor benefits)</small>	<input type="radio"/> Single <input type="radio"/> Double <input type="radio"/> Twin	<input type="radio"/> AUD 385.00	N/A	N/A
King Relaxation Suite <small>(inclusive of breakfast and Executive Floor benefits)</small>	<input type="radio"/> King bed only	<input type="radio"/> AUD 545.00	N/A	N/A

● MELBOURNE SHORT STAY APARTMENTS - VUE GRANDE 4.5★ (2-3 minutes walking distance)

Room Type	Bed configuration	Room Only Rate	Bed and Breakfast Rate for one	Bed and Breakfast Rate for two
One Bedroom Apartment	<input type="radio"/> Double <input type="radio"/> Twin	<input type="radio"/> AUD 222.00	N/A	N/A
Two Bedroom Apartment	<input type="radio"/> Double & twin beds <input type="radio"/> Two doubles	<input type="radio"/> AUD 329.00	N/A	N/A
Three Bedroom Apartment	<input type="radio"/> 2 singles <input type="radio"/> 2 doubles	<input type="radio"/> AUD 443.00	N/A	N/A

Please note: Melbourne Short Stay Apartments Vue Grande has a **two night minimum stay** requirement.

● PENSIONE HOTEL MELBOURNE 3.5★ (6 minutes walking distance)

Room Type	Bed configuration	Room Only Rate	Bed and Breakfast Rate for one	Bed and Breakfast Rate for two
Petite Room	<input type="radio"/> Single <input type="radio"/> Double	AUD 125.00	AUD 137.00	AUD 149.00
Standard Room	<input type="radio"/> Single <input type="radio"/> Double <input type="radio"/> Twin	AUD 130.00	AUD 142.00	AUD 154.00



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ACCOMMODATION continued

Special Requirements e.g. accessible, smoking/non-smoking room (subject to hotel availability)

If your first preference of hotel is not available, arinex Pty limited can secure your accommodation at another hotel of a similar star-rating. Please indicate your second preference:

HOTEL AND DEPOSIT REQUIREMENTS

Please indicate below whether you wish to pay in advance for your entire stay. One night's deposit is the minimum fee required:

- Yes, I wish to pay for my entire stay now.
- No, I only wish to pay the one night's deposit now and pay the remainder at check out.

IMPORTANT - PLEASE COMPLETE THIS SECTION

ARRIVAL/CHECK-IN DATE

ESTIMATED TIME OF ARRIVAL

DEPARTURE/CHECK-OUT DATE

ESTIMATED TIME OF DEPARTURE

I WISH TO GUARANTEE EARLY CHECK-IN BY PRE-BOOKING AND PAYING FOR THE PREVIOUS NIGHT ON / /

OPTIONAL TOURS DURING THE SUMMIT

A number of exciting optional tours have been arranged for accompanying persons to showcase what Melbourne has to offer. Further information about the tours can be found on the Summit website www.artsummit.org

All prices below are quoted in Australian Dollars (AUD), include GST and are per person (pp).

TOURS / EVENTS	Departure Date	Departure Time	Cost Per Person	No. of Tickets Required
Heritage Market Tour, Melbourne	Monday 3rd October	10:00 - 13:00hrs	AUD 115.00 pp	
Yarra Valley Food & Wine Journey	Tuesday 4th October	09:00 - 17:30hrs	AUD 180.00 pp	
Majestic Melbourne	Wednesday 5th October	13:00 - 17:30hrs	AUD 76.00 pp	
Melbourne Lanes & Arcades Tour	Thursday 6th October	10:00 - 14:00hrs	AUD 115.00 pp	
Heide Museum of Modern Art Experience	Friday 7th October	09:30 - 13:30hrs	AUD 140.00 pp	

Additional Tours: For a 20% discount on a range of additional touring options with Gray Line, please visit the link below and select 'Melbourne':

<https://secure.jbs.com.au/grayline/p/template.aspx?SYS=GRAYLINE&PROMO=ARINEX&redirect=http://www.grayline.com.au>

TRANSFERS

Melbourne's Tullamarine International Airport is located approximately 25 minutes from the city centre.

Taxi

Expect a taxi fare of approximately AUD 50.00 to AUD 60.00 for a single trip between Melbourne Airport and the city.

Sky Bus

SkyBus operates 24 hours a day, seven days a week, including public holidays. This service takes approximately 25 minutes to the city and the cost is AUD 16.00 one way (AUD 26.00 return). For further information on this service visit www.skybus.com.au



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PAYMENT SUMMARY

SUMMIT REGISTRATION	AUD
MELBOURNE INTERNATIONAL ARTS FESTIVAL PREVIEW EVENTS	AUD
MELBOURNE INTERNATIONAL ARTS FESTIVAL NIGHT PARTY	AUD
ACCOMMODATION	AUD
TOURS	AUD
TOTAL AMOUNT	AUD

PAYMENT

Payment can be made by major credit card or cheque. Electronic Funds Transfer is not available. Registrations will not be processed until full payment has been received.

I would like to pay by credit card

PLEASE DEBIT MY: VISA MASTERCARD AMEX

CARDHOLDERS NAME:

CARD NUMBER:

AMOUNT: AUD EXPIRY DATE: / SECURITY CODE*

*The security code is the last three digits on the back strip of the nominated card. The Amex security code is a four digit number printed on the front of your card.

Signature of cardholder:

By signing above, I hereby authorise arinex pty limited and the 5th World Summit to debit my credit card account.

I would like to pay by cheque or international money order

I enclose a cheque or international money order to the value of: AUD

Cheques or international money orders should be made payable to **arinex pty limited on behalf of the World Summit** and sent to the address below. When completing the cheque or money order please write your name and address on the reverse.

arinex pty limited
GPO Box 128 Sydney NSW 2001 Australia
Tel: +61 (0) 2 9265 0700 Fax: +61 (0) 2 9267 5443
Email: worldsummit@arinex.com.au

Cheques must be received within 30 days of registration otherwise your registration will be cancelled. Payment by cheque will only be accepted until 26 August 2011. After this date, all registration and accommodation requests must be submitted with credit card details.

TERMS AND CONDITIONS

Registrations will not be processed until full payment has been received.

Confirmation of your registration will be sent to you within 10 working days from receipt of your registration form.

Registration cancellations received in writing to arinex pty limited by 5 August 2011 will be accepted and all registration fees refunded less AUD100.00 administration fee.

After 5 August 2011 cancellations cannot be accepted and will not be refunded, however transfer of your registration to

another person is acceptable. There is no cost to transfer to another person. The full name and details of the person that will replace you must be advised in writing to arinex pty limited by Friday 23 September 2011.

For hotel and Melbourne Festival terms and conditions please see www.artsummit.org

No refunds will be made for non-attendance at the Summit or associated events and accommodation.



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PRIVACY STATEMENT

Australia's Privacy Amendment (Private Sector) Act 2000 is designed to protect the right of the individual to privacy of their information. Information regarding your registration for the 5th World Summit will only be used for the purposes of planning and conducting the World Summit. Individuals are entitled to access their own information held by written application to arinex Pty limited. IFACCA may use this information to provide you with the Summit Report and information on other relevant IFACCA events. If you do not wish to be contacted by IFACCA please tick the box below.

No, I do not wish to be contacted by IFACCA.

I (NAME)

.....

CONFIRM THAT I HAVE READ AND AGREE TO ALL THE CONDITIONS FOR REGISTRATION, I.E. CANCELLATION AND REFUNDS, AS OUTLINED ABOVE.

SIGNATURE

DATE

DELEGATE LIST CONSENT

Details given on this form (and any subsequent amendment) will be included in the Delegate List produced for the Summit which will be supplied to organising bodies and all participants attending the Summit. Please indicate below if you do not consent to your details being used on the Delegate List. Only your name and country, along with your organisation and position (if applicable) will be included.

No, I do not consent

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**ARTS
VICTORIA**



The 5th World Summit on Arts and Culture is jointly hosted by IFACCA and the Australia Council for the Arts, in partnership with Arts Victoria

FURTHER INFORMATION

For further information on the 5th World Summit please contact the Project Director, Holly Vale, on +61(0)2 9215 9090 or email info@artsummit.org

IFACCA CONTACT

The International Federation of Arts Councils and Culture Agencies (IFACCA) is the global network of national arts funding bodies. For information on joining IFACCA visit: www.ifacca.org or email: info@ifacca.org

IFACCA's fortnightly newsletter, ACORNS, will provide updates on World Summit developments. If you do not already receive ACORNS, you can register here: www.ifacca.org/accounts/register/

EXHIBITING

If you would be interested in exhibiting at the 5th World Summit, please contact arinex Pty limited at logistics@artsummit.org for further information.

CARBON OFFSETTING

Delegates are encouraged to offset their flights to reduce their carbon footprint. Your travel providers can assist you with further details.

PRESS ENQUIRIES

For press enquiries please contact the Communications Manager, Emma Heath on +61(0) 413 768 588 or email communications@artsummit.org