

# International College of Celebrancy Alumni and Friends Assoc. - ICCA

## OPD Session Registration Form for 2020

*Thank you for choosing to attend the first ICCA OPD Conference, we welcome you as a celebrant colleague. Please complete and return this form to us as per instructions, we will confirm your registration.*

### Celebrant Details

Title: Mr/Mrs/Ms/Other \_\_\_\_\_ First Name: \_\_\_\_\_ Preferred Name: \_\_\_\_\_

Surname: \_\_\_\_\_ **Celebrant No: A** \_\_\_\_\_

*Please note: Your registration will not be processed unless your 'A' number is provided. The name recorded above MUST BE the same as that recorded with the AGD/MLCS (to ensure your OPD is reported against your name correctly) and will be the name to appear on your Certificate of Completion.*

Preferred Address (Number & Street or PO Box number):  
\_\_\_\_\_

Suburb: \_\_\_\_\_ State: \_\_\_\_\_ Post Code: \_\_\_\_\_

Phone (incl area code): \_\_\_\_\_ Mobile: \_\_\_\_\_

Email: \_\_\_\_\_

*Please provide the following:* - I am attending Melbourne/Sydney \_\_\_\_\_

Special dietary requirements: \_\_\_\_\_

Special needs (eg access, Auslan) \_\_\_\_\_

### Please choose from the following payment methods:

The Early Bird Fee for members of CoCA Associations is \$140.

The Early Bird fee for non-members is \$150. These fees are available until Easter 2020.

**Pay by Cheque Amount:** \$ \_\_\_\_\_ (Payable to ICCA)

or **Direct Deposit** to *ICCA* at ANZ Bank - BSB 013375 Ac: 466244357  
Please put surname as the reference

or **Payment by Credit Card.** Fill in your Visa / Mastercard or Amex details below.  
I authorise a deduction from Visa / Mastercard or Amex:

Card Number: \_\_\_\_\_ Expiry date \_\_\_\_\_

Total amount \_\_\_\_\_ Signature \_\_\_\_\_

**Post this form to: PO Box 132 Omeo Vic**  
**Or scan/email to [weare@celebrantcentre.com.au](mailto:weare@celebrantcentre.com.au)**

**Enquiries P: 1300 446 786**

[www.celebrantcentre.com.au](http://www.celebrantcentre.com.au)

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## Information about our OPD Conference sessions:

1. The Venue for our Conferences are –
  - a. Melbourne - Hotel Chadstone, 1341 Dandenong Road, Chadstone.
  - b. Sydney – Heart & Soul Celebrations, 111 Darley Street, Newtown.
2. The agenda for the conference is –
  - a. 8.30am. Registration
  - b. 9.00am Welcome and Introduction to the conference.
  - c. 9.15am. Session 1. – International Matters.
  - d. 10.15am Morning tea break.
  - e. 10.45am – Session 2. Part 1 - Ceremony Presentation – The Art of Ceremony Design.
  - f. 12.15am – Lunch break.
  - g. 1.00pm – Session 3. Part 2 - Ceremony Presentation – The Art of Ceremony Presentation.
  - h. 2.30pm. – Afternoon tea break.
  - i. 3.00 – Session 4. The Pros and Cons of Social Media.
  - j. 4.00 pm – Wrap up and closure.
  - k. 4.30pm – Conference is ended.

## Our Refund Policy:

If you have paid for attendance at the conference and are unable to provide two weeks' notice of non-attendance on the day, a partial refund may be provided as we will still need to cover the cost to the hotel etc. If you are able to provide more than two weeks' notice of non-attendance, a refund minus a 10% booking fee will be offered.

If a refund is due, it will be paid within 10 working days of agreement for the refund. Dishonoured cheques will incur an administrative fee of \$8 plus any bank charges incurred.