## **REGISTRATION & TAX INVOICE**

ABN	86 164 385 666	JOB NO	420
RETURN TO NGIQ		PHONE	07 3277 7900
		FAX	07 3277 7109
		EMAIL	events@ngiq.asn.au

This document will be a Tax Invoice for GST when you make the payment. Please make a COPY of this form when completed and keep as your Tax Invoice

## **Financial Essentials Workshop – Friday 2 March 2018**

The Scout Hall, Nambour Showgrounds

## Entry via Coronation Avenue, Nambour QLD 4560

- Presented by Jenny Bayly, First Class Accounts
  - What is the cost of your product?
  - Are you well prepared for 30 June?
  - Basics of Xero cloud accounting software

Times:	8.30am – 1.00pm Morning tea included. Lunch is <u>not</u> provided
Fees:	NGIQ Members:
	\$66.00 incl. GST per person per single workshop
	Non members:
	\$88.00 incl. GST per person per single workshop
Business Name:	
Participant Names:	1.
	2.
Postal	
Address:	
Email:	
Phone:	
ENCLOSED IS OUT	R TOTAL PAYMENT OF \$
O Direct deposi	t into NGIQ Bank Account:
BSB: 034-0	47 Account No: 760010
O Credit card	Mastercard O Visa
Expiry date	Name on card
Signature	
<u> </u>	

Nursery & Garden Industry Queensland



## Terms and Conditions of Registration

Registration and Fees

- All bookings received are considered firm bookings.
- Fees are payable in advance.
- All cheques are to be made payable to Nursery & Garden Industry Queensland.

Cancellations

- Cancellations will be accepted without charge where NGIQ has been notified in writing at least seven working days prior to the scheduled commencement date.
- Cancellations within seven working days of the scheduled date will attract a 50% cancellation fee.
- Cancellations within two working days of the course date will attract full fee.
- Non-attendance on the day of the course will attract full fee.
- Substitute participants are accepted at any stage.
- It is recognised that extenuating circumstances do sometimes apply and we are more than happy to discuss these.

Warranty

- There are no warranties expressed or implied relating to the content or result of attendance. It is the responsibility of the organisation / individual registering to ensure that the workshop is appropriate to the needs of each participant.
- Proprietary Rights
- NGIQ (or the presenter) retain the intellectual property rights to all workshop materials, except to the extent that they incorporate the participants' confidential information.
- Workshop materials are to be utilised by a single workshop participant during the period of the session and for personal use after completion of the workshop. Any other use is prohibited without written permission of NGIQ.
- Workshop materials may not be sold or duplicated.
- NGIQ holds the rights to photograph workshops and use for promotional purposes across all media.

O Cheque payable to NGIQ

Post to: PO Box 345 Salisbury QLD 4107