

COPD & CDPSM WAVE

LEARNING WORKSHOP 3

Registration: 9:30am – 10:00am

Day One - 10:00am* - 5:15pm, Friday 21st May 2010

Day Two - 9:00am* - 4:00pm, Saturday 22nd May 2010

CAR PARKING

The Sebel & Citigate Hotel offer limited car parking directly beneath the hotel, all delegates will need to inform concierge that they are attending the APCC event to receive complimentary car parking. Please note Valet parking is not covered by the IF and will be charged to you upon check out. If the hotel car park is fully occupied, parking is also available adjacent to the hotel located at the King George Square Car Park however rates will apply at this car park. (IF agree within the travel policy to reimburse \$20 per day to delegates).

RECOGNITION DINNER

A Dinner will be provided for all delegates on Friday 21st May at 6.30pm in the Presidential ballroom. This is a great opportunity for networking and sharing further ideas with your colleagues. If you have not already registered to attend the dinner, please advise IF. Tickets will be issued to you by your Division support person at the learning workshop.

ACCOMMODATION

(Relates to accommodation approved & booked by IF)

As per your registration if you have requested accommodation it will be provided for you at the Sebel & Citigate Hotel, including a complimentary breakfast per delegate (please refer to additional breakfast flyer). All hotel guests are required to present a credit card to the hotel upon check-in. Check in time is after 2pm - Check out time is prior to 10 am. Any room service costs will be charged to you upon check out.

FLIGHTS

As per your registration, if you have specified flight requirements these will be arranged through Improvement Foundation.

LUGGAGE

If you are checking out of the Sebel Citigate Hotel on Saturday, after check-out at reception, please take your luggage to the bell desk. You will then be issued with a ticket and your luggage will be stored until you depart from the hotel.

CONFIRMATIONS

All confirmations will be sent a week prior to the event. If you have any queries, please contact IF on 1800 771 552 or email events@improve.org.au.

