

55TH ANNUAL CONFERENCE
5-7 APRIL 2019 | WELLINGTON, NEW ZEALAND

80 years of Empowering Women in Aotearoa

**Hosted by BPW Wellington, Hawera
and Upper Hutt**

**Intercontinental Hotel
2 Grey Street, Wellington
5 – 7 April 2019**

To assist with planning and fundraising, the Conference Committee is opening registrations for Conference 2019 early.

Please complete a separate registration form for each delegate.

Registration forms are part of this document and available on the BPW NZ webpage, which will be updated from time to time with further information about speakers, programme etc.

Accommodation is to be booked directly – see section D.

Tours for partners, are being organised by Young BPW - youngbpw@gmail.com

Please retain a copy of your registration document for your record and send original to:

BPW NZ Conference 2019 Registration

Attn: Elaine White
PO Box 30309
Lower Hutt 5040

Or email to: raroa_accountants@xtra.co.nz

BPW NEW ZEALAND

AFFILIATED TO THE INTERNATIONAL FEDERATION OF BUSINESS & PROFESSIONAL WOMEN

📍 PO Box 28326, Remuera, Auckland 1541, New Zealand

✉ president@bpwnz.org.nz 🐦 twitter.com/nzfedbpw 📘 facebook.com/bpwnz 🌐 bpwnz.org.nz

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Section A: INFORMATION

Title: *please circle* Prof Dr Ms Miss Mrs

Family Name: _____ Given Name: _____

Preferred name for your badge: _____

Preferred name for your Partner/guest's badge: _____

Postal Address: _____ Telephone: _____

_____ Mobile: _____

Email: _____

Name of club: _____ Position in club: _____

Attending as: *please tick*

- Executive Officer Past President Life Member Delegate
 Young BPW Observer Sponsor Individual

Special Dietary Requirements:

- Vegetarian Vegan Gluten free Dairy free Other (please specify)

Special Needs:

Do you have special needs? E.g. wheelchair access Yes

If yes please specify how we can assist you: _____

Duties and Roles:

There are various other duties and roles during conference. If you would like to assist, please tick your choices. You will be contacted.

Credentials Desk	Time Keeper	Scrutineer	Registration
Mic Runner	Messenger	Product Sales	General Assistance

Name: _____ Email: _____

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Section B: REGISTRATION

Registration covers: Attendance at all conference sessions and all conference papers; Morning and afternoon tea and lunch Saturday Morning and afternoon tea and lunch Sunday

Please Select Your Registration Type:

<input type="checkbox"/>	Early Bird Registration (due by 28 February, 2019)	\$295.00	\$
<input type="checkbox"/>	All Late Registration (March-April 2019)	\$350.00	\$
<input type="checkbox"/>	One Day Registration (10.30 – 5 pm) Saturday	\$120.00	\$
	Young BPW (Early bird registration only)	\$270.00	\$
<input type="checkbox"/>	Awards Dinner	\$140.00	\$
	Awards Dinner Guest/Partner	\$140.00	\$
	Saturday night Dinner	\$90.00	\$
	Saturday Night Guest/Partners	\$90.00	\$
	TOTAL		\$

Names: _____

Section C: PAYMENT OF FEES

Please forward registration form and payment to:

BPW NZ Conference 2019 Registration
Po Box 30309
LOWER HUTT
Wellington

Cheques payable to: BPW NZ Conference 2019
To be included with your Registration Documents.

Internet Banking to: BPW NZ Conference 2019
Account No: 38-9015-0861381-01
Ref: Your Name and Club/Individual

Important information: No refund for Registration Conference 2019 will be made. If applying for a grant, we need a copy of the grant application to get the Early Bird Registration price.

If you are paying for a Young BPW member with the discount, please pay separately.

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Section D: TRAVEL AND ACCOMMODATION

Airport Transport:

If you are planning to fly into Wellington, please advise your flight details as follows:

Airport flyer departs from the Airport every 20 minutes – price is \$12 cash or \$10 card or free if you have Gold Card. *

Taxi and Shuttle are outside airport - Can be booked online – www.supershuttles.co.nz or combinedshuttles.co.nz (\$15.00 - \$20 approx.)

Accommodation (please book direct):

We have hotel options as follows:

InterContinental. 2 Grey Street, Wellington

- Starting from \$259 - Twin Standard
- Starting from \$349 - Twin Deluxe

Ibis Hotel - 153 Featherston Street, Wellington

- Starting from \$139.00, room only per room per night based on 1 or 2 people

City Life Apartments, 300 Lambton Quay, Wellington

1 x Studio Room (1 queen bed) starting from \$219.00 per night.

4 x Two Bedroom Executive Suite (2 queen beds) starting from \$299.00 per night Incl GST

2 x Two Bedroom Director Suite (2 queen beds) starting from \$349.00 per night Incl GST

James Cook Hotel Grand Chancellor, 147 The Terrace, Wellington

Lambton Rooms, King size bed or double bed & single bed starting from \$205.00 per night

Doubletree by Hilton, 28 Grey Street, Wellington

- Starting from \$260.00 per room per night

Note: Check out booking.com or wotif

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Section E: CONFERENCE PROGRAMME

Friday 5 April	12 – 5 pm 1 pm-2 pm 2 – 3 pm 3 – 4 pm 6 – 11 pm	Registration First Timers Briefing Budget and Finance Resolutions Awards Dinner	Intercontinental Hotel Finance Vicky Mee Wharewaka Function Centre
Saturday 6 April	7.15 – 7.45 am 8 am 10.30 10 am 10.30 am 11 – 5 pm 6:30pm-11:30pm	Conference registration Start of AGM - Reports (part 1) Open Registration for Day Attendees Morning Tea Open Day Conference Dinner – Wellesley Hotel	
Sunday 7 April	8.30 – 3.30 pm	Conference continuation AGM (Part 2)	

Section F: Raffles

Raffles cost - 3 for \$5.00

A sheet will be distributed or sent to Clubs for presale

Prizes for the Raffle: TBA

Section G: 80th Book for Sale

The history of BPW New Zealand has been recorded up till 1993. The history is being updated to 2018 and the new edition will be available at Conference. The cost of the book will be advised later once costings have been advised – early in 2019.

A more detailed programme will be sent out closer to the Conference and will be available on the BPW website: www.bpwnz.org.nz

For all inquiries please contact: Conference Convener:

Leonie Dobbs, leonie.dobbs@xtra.co.nz

M: 0274 577 180