## **REGISTRATION & TAX INVOICE**

ABN	86 164 385 666	JOB NO	420
RETURN TO NGIQ	SALISBURY OLD 4107	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

8.30am - 1.00pm

Times:

- What is the cost of your product?
- Are you well prepared for 30 June?
- Basics of Xero cloud accounting software

Fees:	NGIQ Members:							
	\$66.00 incl. GST per person per single workshop  Non members:							
	\$88.00 incl. GST per person per single workshop							
<b>Business Name:</b>								
Participant Names:	1.		$\mathcal{A}$					
	2.							
Postal Address:								
				100			7	
Email:						-/		
Phone:								
ENCLOSED IS OU	R TOTAL PAY	MENT OF \$.						
O Direct depos	it into NGIQ	Bank Accou	nt:					
BSB: 034-0	)47 Accour	nt No: 7600	010					
O Credit card	O Mastercar	d O Visa						
ЩШ							11	
Expiry date			Name on	card				
Signature								



## **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

Morning tea included. Lunch is not provided