



# SOPAC® 2009 Registration Form/Tax Invoice

Brisbane Convention and Exhibition Centre

NOTE: All fees are quoted in Australian Dollars (AUD) inclusive of GST. Please complete one form for each registrant. This document will be a Tax Invoice/receipt for GST when you make payment.



## 1. Provide personal details - Please use BLOCK LETTERS

Title:  Prof  Dr  Mr  Ms  Miss

Family Name: \_\_\_\_\_

Given Name: \_\_\_\_\_

Position: \_\_\_\_\_

Organisation: \_\_\_\_\_

Job Code: \_\_\_\_\_ Industry Code: \_\_\_\_\_

Please refer to back page of conference brochure for Job / Industry Codes

Address for Correspondence: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Postcode: \_\_\_\_\_

Country: \_\_\_\_\_

Telephone: ( ) \_\_\_\_\_ Facsimile: ( ) \_\_\_\_\_

Mobile: \_\_\_\_\_

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

Name as you wish it to appear on name badge: \_\_\_\_\_

Please indicate your membership affiliation and your membership number:

IIA Member, no. \_\_\_\_\_  ICAA Member, no. \_\_\_\_\_

CPA Aust, no. \_\_\_\_\_  ISACA Member, no. \_\_\_\_\_

## 2. Confirm conference registration type

IIA Members must be financial for 2009 at the time of registration to be eligible for the member rate. Tick appropriate box.

	Early Bird Pay by 16 Feb 2009	Regular 17 Feb – 13 Mar 2009	On-Site 14 Mar – 25 Mar 2009
Member	<input type="checkbox"/> \$2020	<input type="checkbox"/> \$2220	<input type="checkbox"/> \$2420
Non-Member	<input type="checkbox"/> \$2320	<input type="checkbox"/> \$2525	<input type="checkbox"/> \$2725
Group (per delegate*)	<input type="checkbox"/> \$1840	<input type="checkbox"/> \$2050	NA
Corporate Ticket**	<input type="checkbox"/> \$2525	<input type="checkbox"/> \$2525	NA
One Day registration***	<input type="checkbox"/> \$1160	<input type="checkbox"/> \$1160	<input type="checkbox"/> \$1360

Please indicate day(s) for delegates purchasing a One Day registration:

Monday  Tuesday  Wednesday

**TOTAL REGISTRATION FEES \$**

### Registration Conditions

- \* Three or more delegates from the same organisation must register and pay at the same time to be eligible for group registration.
- \*\* Corporate Tickets: One registration is shared between up to 5 people from the same organisation. Includes entitlements as per one delegate only.
- \*\*\* One Day registration includes attendance to the technical sessions and refreshments only for the day. Social function tickets for the day must be purchased additionally.

## 3. Register for special sessions

### Sunday 22 March - Young IIA Group Luncheon & Forum

Yes, I will attend and I am eligible to attend this session (35 years and younger)

Date of Birth: \_\_\_\_\_

Purchase additional ticket: \$70.00 per person

Number of persons: \$

Additional SPECIAL SESSION function ticket holders names: \_\_\_\_\_

### Tuesday 24 March - Internal Audit Breakfast Session

Registered Delegate \$45.00  Delegate's Guest \$70.00

Additional SPECIAL SESSION function ticket holders names: \_\_\_\_\_

**TOTAL for SPECIAL SESSIONS (if applicable) \$**

## 4. Confirm your attendance at social events

NOTE: Tickets to social events are included in the cost of Registration with the exception of One Day delegates.

### Monday 23 March - Cocktail Party

Yes, I will attend  No, I will not attend

Purchase ADDITIONAL TICKET \$60.00 per person

Number of persons: \$

Additional SOCIAL EVENT function ticket holders names: \_\_\_\_\_

### Tuesday 24 March - Gala Dinner

Yes, I will attend  No, I will not attend

Purchase ADDITIONAL TICKET \$130.00 per person

Number of persons: \$

Additional SOCIAL EVENT function ticket holders names: \_\_\_\_\_

**TOTAL for SOCIAL EVENTS (if applicable) \$**

## 5. Register for Masterclasses - Special Delegate Rates

### MC1: QA Review - Does Your Internal Audit Function Meet the Standard?

Wednesday 25 March 2pm - 5pm

Member \$380.00 – Only open to IIA members

### MC2: The Internal Audit Interview - What Are They Not Telling You?

Wednesday 25 March 2pm - 5pm

Member \$380.00  Non-Member \$550.00

### MC3: Post Conference Masterclass: Unravelling the IT Mystery: Exploring the Challenges of IT Risks and Audit

Thursday 26 March 9am - 5pm

Member \$500.00  Non-Member \$765.00

**TOTAL for MASTERCLASSES \$**

Please turn over to select your concurrent sessions

Family Name: \_\_\_\_\_

Given Name: \_\_\_\_\_

(Please also ensure you fax all both pages of the registration form)

## 6. Select your concurrent sessions

### Monday

10.05am to 10.55am  1A  1B  1C  1D  1E

11.15am to 12.05pm  2A  2B  2C  2D  2E

12.10pm to 1.00pm  3A  3B  3C  3D  3E

3.45pm to 4.35pm  4A  4B  4C  4D  4E

### Tuesday

10.05am to 10.55am  5A  5B  5C  5D  5E

11.15am to 12.05pm  6A  6B  6C  6D\*  6E

12.10pm to 1.00pm  7A  7B  7C  7D\*  7E

3.45pm to 4.35pm  8A  8B  8C  8D  8E

### Wednesday

10.30am to 11.20am  9A  9B  9C  9D  9E

11.25am to 12.15pm  10A  10B  10C  10D  10E

\*Sessions 6D and 7D comprise one double session.

## 7. Special Requirements

### Special Assistance

Please indicate if you have a disability or require assistance to participate fully. Please list the type of assistance you require:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### Dietary Requirements

Please specify if you have any special meal requirements. Please note that some special meals will incur an additional charge. You will be notified if this is the case for the food type you have indicated.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### Registration Cancellation Policy

Cancellations must be notified in writing to IIA-Australia (details above). Cancellations prior to 9 March 2009 will receive a full refund less a \$200.00 administration charge. No refunds will be made for cancellation after 9 March 2009, however, a substitute delegate will be accepted at no extra charge, subject to membership status, if advised in writing. Transfer of monies to any other IIA-Australia product or service is not permitted.

### Privacy Policy

I, or a later substitute hereby consent to my/their name, position and organisation being included in the Conference delegate list and contact details forwarded by IIA-Australia to related third parties including sponsors and exhibitors. I understand that if I do not provide consent my name will not be published in the list of participants that is distributed to each conference delegate upon registration.

I acknowledge that details will be used to confirm my membership status at IIA, ICAA, CPA Aust and ISACA.

Consent  Do not consent

If you do not indicate your preference it will be assumed that we may use your details as described.

## 8. Payment Details

Method of payment (tick appropriate box)

1.  I have enclosed an Australian cheque  
(cheques should be made payable to IIA-Australia)

2.  I have enclosed a bank draft (must be drawn on an Australian bank and made payable in Australian dollars. For all drafts drawn on a bank outside Australia, add AUD40.00 bank collection charge).

3.  I have transferred the above sum to the IIA-Aust bank account (details below)

Bank: Westpac Banking Corporation  
Address: 84 King Street, Sydney NSW 2000  
Account Number: 478233  
Branch (BSB): 032003

For Overseas Delegates: When sending payment by telegraphic transfer, please add AUD15.00. The delegate is responsible for all fees associated with the transaction. To enable us to identify your payment, please ensure that your NAME and SOPAC® 2009 appear on the transfer. Please fax a copy of the transfer to +61 2 9264 9240.

4.  I wish to pay by credit card. All rates are inclusive of GST.

Credit Card: 2% surcharge for Amex / Diners

If you wish to pay by credit card, please complete the following:

Visa  MasterCard  Amex  Diners

Amount, AUD: \$ \_\_\_\_\_

Credit Card Number: \_\_\_\_\_

Signature: \_\_\_\_\_

Expiry Date: \_\_\_\_\_

Name of Card Holder: \_\_\_\_\_

## 9. Returning Form

Please return form and payment to:

SOPAC 2009  
Institute of Internal Auditors - Australia  
PO Box A2311  
Sydney South NSW 1235, Australia  
Tel: +61 2 9267 9155  
Tollfree Tel (within Australia only): 1800 236 366  
Fax to: +61 2 9264 9240  
Email: enquiry@iia.org.au  
Website: www.iia.org.au

### Liability/Disclaimer

On completing this registration form, I accept that to the extent permitted by law IIA-Australia is not responsible for the actions, advice or representations of delegates and speakers of SOPAC® 2009. In completing the registration form I indemnify the IIA-Australia for any direct, indirect or consequential loss or damage in connection with any personal accidents, losses or damage to personal property of myself and any later substitutes.

### Office Use Only

Cheque: \$ \_\_\_\_\_ Credit Card: \$ \_\_\_\_\_

Credit Card Surcharge if applicable: \$ \_\_\_\_\_

Entered: \_\_\_\_\_ Date: \_\_\_\_\_

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_