

How to Register

Please download the registration brochure, complete the details on page four and return as outlined.

Confirmation of Registration

Registrations will be processed within five working days of receipt. A confirmation letter will be sent to you via email or post. If you do not receive a confirmation within seven business days, please contact CME to confirm your registration was received.

Payment & Invoices

Payment is required with registration, via credit card or cheque made payable to 'The Chamber of Minerals & Energy WA Inc.' A tax invoice and receipt will be sent to you along with your confirmation letter. Overseas Delegates - if paying by cheque, please pay by bank draft in Australian dollars. If you are unable to make a payment before receiving an invoice, please contact us to request an invoice.

Registration Fee Inclusions

Conference registration includes:

- All conference sessions
- Delegate file (conference program & informational handouts)
- All catering (refreshment breaks outlined in program)
- Conference sundowner

Registration on Arrival

Please report to the registration desk upon arrival. To ensure a prompt start please arrive at 8.00am, allowing time for your registration. The registration desk will be located in the Astral Foyer of the Burswood Entertainment Complex and will be open from 8.00am - 9.00am

Dress Standards

All conference sessions and sundowner: Smart casual

Optional Site Tour

The site tour on Friday 4 June is an optional activity for conference delegates. The tour will only run if minimum numbers are reached. If for any reason the tour is cancelled by the organisers, the tour registration fee (\$88) will be refunded. If delegates cancel their attendance, the below cancellation policy will apply.

Parking

Ample free parking is available within the Burswood Entertainment Complex. Please see the following page for a map of the car park.

Cancellation Policy & Non-Attendance

All cancellations or alterations to the registration must be submitted in writing to CME. All refunds as per the policy below will be paid after the conclusion of the conference. Should you be unable to attend the conference, a substitute delegate is welcome.

Cancellations

Notification received by 7 May 2010: Full refund of registration fee
Notification received by 21 May 2010: 50% refund of registration fee

After 21 May 2010: No refund but a substitute delegate will be accepted

Accommodation

Delegates are responsible for securing their own accommodation. Special rates have been secured at the following hotels which are located within the Burswood Entertainment Complex. Room rates are subject to availability and will be released 21 May 2010. We strongly advise delegates to book accommodation early:

Holiday Inn

Rate: \$179 per night (Urban Queen or Twin Room)

To make a reservation call (08) 9362 8888

To take advantage of these special rates, please quote "CME" or "Chamber of Minerals & Energy"

Indemnity

Neither The Chamber of Minerals & Energy of Western Australia Inc nor the conference organisers will accept liability for damages of any nature sustained by delegates or their accompanying persons for loss or damage to their personal property as a result of the 2010 Unearthing Careers in Resources Conference or related events. Should for any reason outside the control of the conference organisers, the venue or speakers change, or the event be cancelled, the conference organisers shall endeavour to reschedule, but the client hereby indemnifies and holds the conference organisers including but not limited to the Chamber of Minerals & Energy of Western Australia harmless from and against any and all costs, damages and expenses. This agreement is subject to the laws of Australia and a registration submission ensures acceptance of this indemnity.

Insurance

Registration fees do not include insurance of any kind. It is strongly recommended that all delegates take out personal travel and medical insurance prior to the conference.

Further Information

If you would like any further information regarding the conference, please contact CME Events Coordinator, Jasmin Slingsby on (08) 9220 8509