



Commonwealth Business Forum

Port of Spain, Trinidad & Tobago

23-26 November 2009



FIVE EASY WAYS TO REGISTER:

ONLINE: <http://cbf09.eventbrite.com> - Using Code: CBF09CBC200
FAX: +44 (0)20 7024 8201
POST: Events Team, Commonwealth Business Council, 18 Pall Mall, London SW1Y 5LU, UK

PHONE: +44 (0)20 7024 8200
EMAIL: delegates@cbcglobal.org

CBF09CBC200

Conference Packages - Early Bird Discount before 15/09/09

Please select ONE package and tick as appropriate - all prices exclude VAT

1) CONFERENCE PACKAGES: - ALL PRICES IN USD (\$)

includes delegate pass, accommodation on the Serenade of the Seas for the nights of the 23, 24 & 25 November 2009, access to all sessions, one-to-one meetings, all conference documentation, breakfast meetings, Forum lunches and dinners.

Package 1 - Category E Stateroom with Balcony	Single Occupancy Delegate	Double Occupancy Delegate plus One
Package Price	<input type="checkbox"/> \$ 2,600.00	<input type="checkbox"/> \$ 3,000.00
Extra night's stay on 26th Nov	<input type="checkbox"/> Add \$ 475.00	<input type="checkbox"/> Add \$ 525.00
Discounts <i>Book Before 30 Sept 2009</i>	<input type="checkbox"/> Deduct \$ 200.00	<input type="checkbox"/> Deduct \$ 200.00
Total:		
Package 2 - Category D Superior Stateroom with Balcony	Single Occupancy Delegate	Double Occupancy Delegate plus One
Package Price	<input type="checkbox"/> \$ 2,800.00	<input type="checkbox"/> \$ 3,200.00
Extra night's stay on 26th Nov	<input type="checkbox"/> Add \$ 550.00	<input type="checkbox"/> Add \$ 600.00
Discounts <i>Book Before 30 Sept 2009</i>	<input type="checkbox"/> Deduct \$ 200.00	<input type="checkbox"/> Deduct \$ 200.00
Total:		

OR

2) DELEGATE PASS ONLY

includes delegate pass, access to all sessions, one-to-one meetings, all conference documentation, breakfast meetings, Forum lunches and dinners.
DELEGATE PASSES DO NOT INCLUDE ACCOMMODATION

Delegate Pass:	\$ 900.00	<input type="checkbox"/>
Book Before 30/09/09	\$ 700.00	<input type="checkbox"/>
SPOUSE/PARTNER PASS: Gala Dinners on 24 & 25 Nov and Gala Lunch on 26 Nov		
Spouse/Partner	\$ 450.00	<input type="checkbox"/>
Book Before 30/09/09	\$ 350.00	<input type="checkbox"/>

Payment Options

Please complete and tick as appropriate. Payment must be made to the Commonwealth Business Council, and received in full before the event, by one of the following methods quoting reference CBF09CBC200 and the delegate's name. Kindly attach a copy of the teller/cheque as proof of payment to confirm registration. Booking within thirty (30) days of event requires a valid credit card as guarantee.

I authorize the Commonwealth Business Council (CBC) to take payment of: _____ +15% VAT _____ (for organizations registered in the EU ONLY)

Please indicate method of payment (Please tick as appropriate)

CHEQUE/BANKERS DRAFT drawn in GBP USD

GBP BANK TRANSFER/BACS:

Account Name: Commonwealth Business Council
 Bank Name: HSBC bank, 69 Pall Mall, London SW1Y 5EY, UK
 Account No: 41301667; Sort Code: 40-05-20; Swift Code: MIDLGB22
 IBAN No: GB93MIDL40052041301667

USD BANK TRANSFER/BACS:

Account Name: Commonwealth Business Council
 Bank Name: HSBC bank, 69 Pall Mall, London SW1Y 5EY, UK
 Account No: 69832600; Sort Code: 40-05-15; Swift Code: MIDLGB22
 IBAN No: GB76 MIDL 4005 1569 8326 00

CREDIT CARD

All credit card payments will be subject to standard credit card charges and may incur overseas transaction fees

Card Type: Visa AMEX MasterCard

Card No:

Valid From: mm /yy Expiry Date: mm /yy Security Code: - - - -

Name on Card: _____

Card Billing Address: (If different from overleaf)

Signature: _____ Date: _____

Terms And Conditions

Registrations are subject to the following terms and conditions:

- I consent to the disclosure and subsequent verification of information concerning my date of birth, address, employment criminal security check and photo. I also certify that the information I have provided is true and correct to the best of my knowledge and belief.
- Reservations are confirmed upon receipt of payment or proof of payment.
- 15% UK VAT applicable to organisations registered within the European Union only.
- The Commonwealth Business Council reserves the right to postpone events or amend the programme if necessary.
- This booking form constitutes a non-cancellable binding contract and firm commitment to the CBC subject to the cancellation policy thereafter.
- This contract has been drawn up in writing; verbal agreement has not been made.
- Conference Packages include 3 nights' accommodation.
- The delegate price does not include travel or additional related expenses.
- Cabins are allocated on a 'first come first served' basis.
- Onboard facilities, Interactive Sessions and cabins are subject to availability.
- Bookings are only valid when signed and dated.

Cancellation Policy

Cancellations must be received in writing no later than 23 October 2009, and will be subject to a USD \$ 200.00 cancellation fee unless a substitute delegate is nominated. Cancellations received after 23 October 2009 will be liable for the full registration fee, however substitutions will be accepted. Cancellations must be acknowledged in writing by the Commonwealth Business Council.