

Victorian Trefoil Guild

Gathering and Annual General Meeting 2019



APPLICATION FORM

1. EVENT DETAILS

Date of Event: 9 -- 11 August 2019
Location of Event: Ibis Hotel, 297 Springvale Road, Glen Waverley
Glen Waverley Uniting Church, Cnr Bogong Avenue and Kingsway,
Glen Waverley
Website: www.accorhotels.com/gb/hotel-6413-ibis-melbourne-glen-waverley

2. COST OF EVENT

FULL REGISTRATION INCLUDES:

Accommodation Friday and Saturday nights OR Saturday night only and breakfast in a single or twin share room
Saturday AGM and Gathering activities
Dinners: If staying for two nights, dinner on both nights
If staying for one night, formal dinner on Saturday night

SINGLE DAY REGISTRATION

Saturday AGM and Gathering activities on Saturday afternoon OR
AGM, Gathering activities on Saturday afternoon and formal dinner on
Saturday evening

Single Room

2 Nights	\$420
1 Night	\$260

Twin Share

2 Nights	\$320
1 Night	\$210

Single Day

Day Only	\$ 30
Day plus Saturday Night dinner	\$ 80

3. YOUR DETAILS

Applicant's Name: _____
Preferred Name: _____
GGV Membership Number: _____
Home Trefoil Guild: _____

Mailing Address: _____

Home Phone: _____
Mobile: _____
Email Address: _____

4. EMERGENCY CONTACT DETAILS

Contact Person: _____
Relationship to Applicant: _____
Contact Number: _____
After Hours: _____
Business Hours: _____
Mobile: _____

5. DIETARY REQUIREMENTS / SPECIAL REQUIREMENTS

In line with Girl Guides Australia policy, Girl Guides Victoria does not collect adult health information as adults are at all times responsible for their own health. Please give details of any food requirements or Special Requirements for medical, religious or other reasons:

6. ACCOMMODATION

Each room accommodates 1 or 2. All rooms are ensuite with walk-in showers.

I would like to share with _____
if possible.

There are limited disabled rooms.

7. PARKING

Car parking is available at an additional cost of \$15.00 for the entire weekend.

8. HOW TO GET THERE

By Car
By Train

Your method of transport.

Car

Train

9. YOUR TIME OF ARRIVAL

If you could please arrive from 2pm onwards.

Your planned time of arrival: _____

Which train do you plan to take?: _____

There will be a hostess to meet the trains.

10. PROGRAM

Friday

The Gathering commences Friday 9 August with Registration at the Ibis opening at 2.00pm. The afternoon is free. A casual dinner is available at the Ibis from 6pm onwards. Campfire singing is planned to commence at 8pm at the Ibis.

Saturday

Saturday activities until approx. 3pm will be held at the Glen Waverley Uniting Church, opposite the Ibis. The day will include guest speakers, the AGM, the Changeover of Advisers. Happy Hour will commence at 5pm at the Ibis. The formal dinner will commence at 6.30pm at the Ibis.

Sunday

The weekend concludes after breakfast.

11. KIT LIST

Please bring the usual personal gear.

It would be wonderful if you have your Guild Banner ready to bring along and proudly display.

12. APPLICATION TO ATTEND

I,, hereby apply to attend the above event. If the Application is accepted, to the best of my knowledge I am fit to participate in all activities except for:

I undertake that I will attend this event only if, to the best of my knowledge, I have not been in contact with any infectious diseases in the three weeks prior to the event.

I acknowledge that I have been informed that a copy of Guide Lines (publication containing the policy, organisation and rules of Girl Guides Australia) is available for inspection at all Guide venues and that the sections related to program and policies can be viewed on the Girl Guides Australia website www.girlguides.org.au and that I have been invited to read this publication.

I authorize the Person-in-Charge to obtain first aid, medical, ambulance, dental assistance or treatment, including any anaesthetic or blood transfusion, for me in the event of any illness or accident.

Note: All reasonable attempts to make contact with the nominated "person to contact in an emergency" will be made. I consent to medical treatment whilst participating in these activities. I agree to pay for all expenses incurred in obtaining such medical aid and to reimburse the organisation for any expenses incurred. I have completed all pages of this form and to the best of my knowledge the information is correct.

Signature: _____ Date: ____ / ____ / ____

13. PAYMENT

A deposit of \$150.00 is due by 1 April 2019 to secure your place.

It is possible to pay the entire amount initially.

If you wish to attend the Single Day only, the entire amount should be paid before 1 April 2019.

The balance of the payment is due by 1 June 2019.

Payment by:

Money Order

Cheque, made out to Victorian Trefoil Guild

Electronic Transfer, please include your name and GGV ID number
BSB: 633 000
Account Number: 158497362
Account Name: Girl Guides Association of Victoria Trefoil Guild

Room	Cost	Please tick here to indicate your choice
Single Room		
2 Nights	\$420	
1 Night	\$260	
Twin Share		
2 Nights	\$320	
1 Night	\$210	
Single Day		
Day Only	\$ 30	
Day plus Saturday Night dinner	\$ 80	

Payment:

Total Cost of attending: _____

Deposit \$150.00

Balance to pay by 1 June 2019: _____

14. CANCELLATION POLICY

If the event is cancelled by the Victorian Trefoil Guild

If you cancel more than 90 days before the start of the event

If you cancel between 30 and 90 before the start of the event

If you cancel less than 30 days before the start of the event

Full refund will be given

100% refund will be given

60% refund will be given

No refund will be given

Extenuating Circumstances

If there are extenuating circumstances please apply in writing to the Victorian Trefoil Guild Adviser, attaching any relevant documentation such as a medical certificate. Application for special consideration does not guarantee acceptance.

15. RETURN OF APPLICATION FORM AND PAYMENT

All forms and payments are to be returned to:

Jane Pennington
3/54 Cecil Street
Kew Vic 3101

Email: jmp@guidesvic.org.au

16. QUESTIONS

If you have any questions please contact:

Jane Pennington
Phone: 0408 402 555
Or by email: jmp@guidesvic.org.au