**CEO Meeting 2018**

**19-20 November**

**Melbourne Convention & Exhibition Centre**

**Registration Brochure**

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Breaking New Ground

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CIMSability Enterprise

At the time of publishing, exhibition and advertising opportunities were still available. For more information, please contact Alyssa Mason at confs@nds.org.au or 02 9256 3133.

**Register Online Now!**

[**www.nds.org.au**](www.nds.org.au)

**General Information**

The highly-regarded annual CEO Meeting will see leaders from across the Australian disability services sector gather to network and hear the latest on national policy directions and key management issues.

**Please note:** This conference is for NDS Members and Associates only. Industry Supporters are unable to attend as a delegate. However, promotional opportunities are available for Gold and Platinum package subscribers.

**Registration Fees**

(all prices are per person & include GST)

Standard Full Registration **$630**

Standard Day Registration **$380**

**Registrations for this conference will close at 5pm on Wednesday, 14 November.**

**Registration Inclusions**

• Attendance at conference sessions

• Conference satchel, handbook and materials

• Morning tea, lunch and afternoon tea

• Entry into trade exhibition

**CEO Meeting Dinner**

After a full day of sessions, take the opportunity to wind down and enjoy a three course meal at the CEO Meeting Dinner, proudly supported by HESTA Super Fund. This is a great time to catch up and network with industry colleagues while enjoying light entertainment.

**When** Monday, 19 November

**Time** 7.00pm pre-dinner drinks 7.30pm–11.00pm dinner

**Venue** Melbourne Convention & Exhibition Centre

**Cost** $135 per person (cost not included in registration fee)

Tickets to the CEO Meeting Dinner can be purchased when registering online. Your ticket will be placed in the back of your nametag. You will be able to select your seating preference from the table plans available at the registration desk on Monday, 19 November.

**Accessible Participation Requirements**

The venue is wheelchair accessible. If you have any conference participation requirements (eg hearing loop, captioning, interpreters, large print program etc) please indicate when registering online by Monday, 15 October to ensure availability. These conference supports will be available upon request only. Delegates will need to organise their own personal carers.

**Payment & Invoices**

Upon successful processing of your online registration, you will receive a confirmation email with a tax invoice attached within minutes. NDS accepts payments via MasterCard, Visa or direct debit. Please note that all accounts must be paid in full by close of business on Monday, 12 November. Please direct all invoice queries to confs@nds.org.au

**Registration & Dinner Cancellation Policy**

All cancellations must be made in writing to NDS and will be charged an administration fee of $80. Full refunds will be paid up to Friday, 2 November (minus the administration fee). If you are unable to attend, substitute delegates from the same organisation are welcome. Please advise NDS of any cancellations or transfers in writing to confs@nds.org.au No refunds will be made for non-attendance at the CEO Meeting and/or dinner.

**Delegate Information**

**Conference Venue**

Melbourne Convention & Exhibition Centre 1 Convention Centre Place, South Wharf VIC 3006 Ph: 03 9235 8000

**What To Wear**

**Conference Sessions** Business Attire

**Conference Dinner** Business Attire / Cocktail

**Parking**

Melbourne Convention and Exhibition Centre offer Early Bird parking rates from $17 which is based on per entry. Entrance and exit is off Normanby Road. For further parking options please visit <http://mcec.com.au/visit/visit-information#parking>

**Registration Desk**

The registration desk will be open during the following hours;

**Monday, 19 November** 8.30am-5.00pm

**Tuesday, 20 November** 8.30am-2.00pm

**Liability**

In the event of industrial disruption or other unforeseen circumstances, NDS is unable to accept responsibility for loss of monies incurred by participants. Participants should make their own arrangements with respect to both personal and travel insurance.

**Information Disclaimer**

The information provided in this document is correct at the time of publishing. Parking prices should be used as a guide only.

**Accommodation**

Conference participants are responsible for making their own accommodation bookings direct with the hotel of their choice. NDS has negotiated special conference rates with surrounding hotels. To book your room online, please [click here](https://ep.ozaccom.com.au/public/NCM18/accommodation.aspx). Suites and other room types can be booked by calling the hotel directly.

**National Disability Services**

**Ph:** 02 9256 3133

**Email:** confs@nds.org.au

**nds.org.au**