

AHA EVENTS

EVENT BOOKING FORM

Please complete and return to: events@animalhealthaustralia.com.au

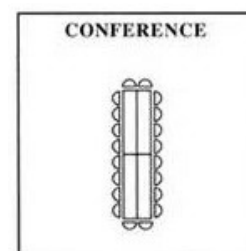
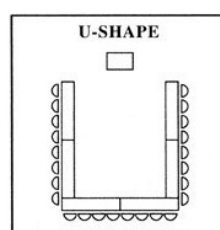
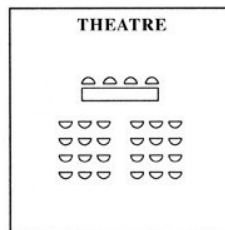
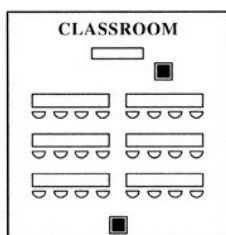
For queries please contact the Events and Administration Officer via 02 6232 5522 or the above email.

EVENT AND ORGANISATION DETAILS

Event name:	
Event date/s:	
No. of attendees:	
Booking contact name:	
Booking contact phone:	
Booking contact email:	
Organisation Name:	
Address:	
Contact name on the day: (include mobile number)	

ROOM REQUIREMENTS

Meeting room/s requested:	
Room set up required: *See table below	
Audio visual requirements:	<input type="checkbox"/> Data Projector and screen <input type="checkbox"/> Whiteboard <input type="checkbox"/> Flipchart <input type="checkbox"/> Other – please specify (we will do our best to accommodate your request) <hr/>



EVENT TIMING

Arrival of organiser:	
Arrival of delegates:	
Event to start:	
Morning Tea:	
Lunch:	
Afternoon tea:	
Event to End	

CATERING REQUIREMENTS

Morning Tea:	
Lunch:	
Afternoon tea:	
Dietary Requirements: (include delegates name)	

* Dietary requirements can be amended up to 3 working days prior to your event, for changes contact events@animalhealthaustralia.com.au

CONFIRMATION

Booking contact name:			
Booking contact signature:		Date:	

AHA EVENTS – OFFICE USE ONLY

Signed booking form and T&C form received by:		Date:	
Booking confirmed and confirmation sent by:		Date:	
Final numbers received and catering form sent by:		Date:	