

Cycling workshops

22 – 23 February 2016

Auckland Council

Civic Building

31 – 33 Wiri Station Road, Manukau
(9km from the airport)



Registration

- To register ➡ Complete page 2 of this form.
➡ Email to helen@viastrada.nz or post to ViaStrada Ltd., PO Box 22 458, Christchurch 8140.

You will be registered when payment has been received and your registration has been confirmed.

Workshop details

Fundamentals of planning and design for walking Monday 22 February 2016

Fundamentals of planning and design for cycling Tuesday 23 February 2016
Module 1

Advanced planning and design for cycling Cancelled
Modules 2 (am) and 3 (pm)*

Advanced planning and design for cycling Cancelled
Module 4

Duration

Please arrive at 8:30 am for registration; courses will start at 8:45 am and finish at 5 pm.

Fees	Consultants & non-volunteers	Volunteers
	\$600 + GST per day	\$150 + GST per day

* Modules 2 and 3 can be taken separately at a cost of \$300 + GST per module for consultants/non-volunteers, or \$75 + GST per module for volunteers (half the cost of a full day).

Late fee

Registrations received **after Friday 5 February** incur a fee of **\$100 per person**.

Withdrawals

Withdrawals received **after Friday 12 February** incur a fee of **\$100 per person**. Substitutions are welcomed at no charge. **Non-attendance** ('no-shows') will be charged at the **full registration rate**.

Volunteers

If you are a representative of a community organisation (e.g. CAN, Living Streets Aotearoa, or an affiliated group), please provide an e-mail or letter of support from an office holder of the group.

Registration queries	helen@viastrada.nz	03 366 7605
Last minute queries	On the day please ring:	027 292 9810
Further information	Visit our website:	www.viastrada.co.nz



1 Registration details (please spell clearly)

➔ **Name:** _____ **Organisation:** _____
(As you would like it to appear on your invoice.)

Email: _____ **Phone:** _____

Postal address: _____

☐ **Walking
Fundamentals**
Mon 22 Feb

☐ **Cycling
Fundamentals**
Tues 23 Feb

2 Additional delegates

➔ **Name:** _____ **Email:** _____

☐ **Walking
Fundamentals**
Mon 22 Feb

☐ **Cycling
Fundamentals**
Tues 23 Feb

➔ **Name:** _____ **Email:** _____

☐ **Walking
Fundamentals**
Mon 22 Feb

☐ **Cycling
Fundamentals**
Tues 23 Feb

3 Special needs

➔ Please indicate any dietary, accessibility or other needs: _____

4 Fees payable

➔ **Number of training days at \$600** **or \$150** **+ late fees (after 5 Feb)**

➔ **= Total** **+ 15% GST** **= Grand total**

5 Payment – please tick one option

Please invoice my organisation. Purchase order number: _____

☐

I wish to pay by direct credit: ASB Bank Account No: 12-3209-0359974-03
Please include your name and invoice number or 'training course' as a reference.

☐

Please find enclosed a cheque payable to 'ViaStrada Ltd' for the required amount.

☐

Receipt required?
In accordance with standard business practice, no receipt will be issued unless requested.

☐