



Property and Procurement Forum 2017

This forum is an opportunity to discuss some of the practice and legal issues relevant to procurement and property in the Commonwealth sector.

Speakers from AGS and the ABCC will cover:

- updates on Commonwealth practice and regulatory developments
- legal and commercial considerations relevant to procurement and property transaction.

You have the option of attending a **single session** or the **full day**.

Hotel Realm, Canberra

Tuesday 19 September 2017

9.30 am – 4.15 pm

Registration

Single session: \$360 (GST incl)

Full day: \$660 (GST incl)

9 am	<i>Registration – arrival morning tea</i>
9.30 am – 12.30 pm	<p>MORNING SESSION</p> <p>Property</p> <hr/> <p>Speakers will cover:</p> <ul style="list-style-type: none"> • variations, assignments and novations • verification of identity requirements • commercial terms in leasing • update on the Building Code.
12.30 – 1.15 pm	<i>Lunch</i>
1.15 – 4.15 pm	<p>AFTERNOON SESSION</p> <p>Procurement</p> <hr/> <p>Speakers will cover:</p> <ul style="list-style-type: none"> • managing procurements • confidentiality and conflicts of interest • termination, liquidated damages and penalties.
4.15 pm	<i>Forum close – networking afternoon tea</i>

This forum has been designed specifically for Commonwealth entities



Registration / Tax invoice

Property and Procurement Forum – Tuesday 19 September 2017

▶ Hotel Realm, Canberra

Name/s _____

Position and area _____

Organisation _____

Address _____

Postcode _____

Email _____

Telephone _____

Your organisation's ABN _____

Payment options

- Morning session \$360 (GST incl)
- Afternoon session \$360 (GST incl)
- Full day \$660 (GST incl)
- Lunch (for catering)

- For Electronic Funds Transfer quote: PP 17
Email EFT remittance advices to CorporateRevenue@ags.gov.au
Westpac Bank BSB – 032-729
Account – 274774
Account name – Australian Government Solicitor

OR

- Visa MasterCard

Card number

Amount _____ Card expiry date _____

Cardholder's name _____

Cardholder's signature

Notification of future AGS seminars

- Yes, please notify me of any future AGS seminars.

Tax invoice

This registration form is a **tax invoice/receipt for GST** when fully completed and payment is made. **Please retain this original as your receipt for tax purposes and your CPD point record.**

Tax Invoice No. 2032

ABN 69 405 937 639

CPD points

Attendance at a single session
= 3 CPD points

Attendance for the full day
= 6 CPD points

Payment

Please ensure that payment accompanies registration. Full payment must be made prior to the event.

Closing date for registrations

The closing date for registering to attend is **Tuesday 12 September 2017**, or earlier if the room capacity is reached.

Confirmation

We will email confirmation of your registration within 3 days. If you haven't heard from us by then, we have not received your registration.

Cancellation policy

Payments are non-refundable. Substitutes are welcome, or the conference pack can be provided.

Program

All efforts will be made to present the program as outlined in the brochure. However, the convenors reserve the right to change or cancel the program if the need arises due to unforeseen circumstances.

RSVP to Michelle Easte

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rsvp@ags.gov.au