

YOU ARE INVITED TO



**The Albinism Fellowship of Australia
Biennial Conference**

RENDEZVOUS HOTEL
328 Flinders Street Melbourne 3000 Victoria
Australia



**We look forward
to seeing you in
Melbourne**



**ALBINISM
FELLOWSHIP
OF
AUSTRALIA**

The Albinism Fellowship of Australia Biennial Conference

Friday 18th August, 12.30pm – 4.30pm: An introduction for parents, those with albinism, teachers or health professionals wanting to learn about albinism. It will cover the structure of the eye and skin of those with albinism, how sight is affected and the accommodations required to enable full participation in everyday life. This is included in the Registration fee for the conference. Teachers, Health workers (and others) can register for this session only.

Saturday 19th and Sunday 20th, 8.30am to 5.00pm: the main program, alongside crèche and youth programs.

Social events: Saturday evening official Dinner at the venue, Friday and Sunday evenings an informal gathering at nearby venues.

Accommodation at the Venue: For the conference rate, go to this [Link: Book Now](#) or go to their website at www.rendezvoushotels.com and select the Rendezvous Melbourne, enter your dates, click on the “Modify” box and enter the promo code (AFACONF) or phone them on +61 3 9250 1888 to book.

**Please find attached the conference registration form.
This is followed by important conference information**

Please return completed forms by one of the following:

- 1. Email:** 2017conference@albinismaustralia.org
- 2. Post:** Treasurer: PO Box 4304 North Rocks 2151 NSW Australia.

Payment – see p. 6 to 8 for details.

Please join our Facebook page to keep current with conference updates!

Any questions, please call 1300 22 16 19

Section 1 – Registration Details

Surname	
Given Name	
Preferred name	
Email	
<p>Most correspondence regarding the conference will be via email. Please ensure you advise us as soon as possible if your email changes. We will prepare and distribute a Conference Delegate's Contact List. Please mark with an X if you would like your email address included. <input type="checkbox"/></p>	
Phone – home	
Phone – work	
Phone – mobile	
Postal Address	
State, Postcode	

Section 2 – Who is coming? List all conference attendees

Full name (include yourself)	Preferred name for ID tag	Date of birth if < 18yr	Category *A, B, or C?	Days of Attendance (show with X)		
				Fri	Sat	Sun

*A - Person with albinism B - Family member C – Professional or Volunteer.
NOTE: There is no crèche or children's program on Friday.

Section 3 – conference details and other information

1. Friday afternoon Program

If you are attending in a professional capacity, please name your profession:

2. Financial assistance for those living in Australia – I am interested in applying for financial assistance to attend the conference. Please forward me information when it is available.

See note at the end of the form for more information.

3. Dietary requirements – if there are any special dietary requirements (eg Gluten Free, lactose intolerant, vegetarian, halal), please list below

Name	Dietary requirement

4. Personal Stories and Forums are important in “Celebrating Albinism” and greatly assist those new to the group. If you would like to share your personal story related to albinism (10 minutes), or be involved with a panel discussion session during the conference program, please indicate your name/s, area of interest / expertise below and we will be in touch.

5. Volunteers – The AFA is fully staffed by volunteers. We welcome people who are prepared to help out in various ways. If you can do this, please indicate your name and area of interest below:

Supporting the AFA throughout the year - (eg. National Committee or supporting at State level).

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Volunteering at the conference – merchandise stall, directing attendees, photographing, selling raffle tickets, helping in youth / crèche program (must have Working with Children Check

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6. Billeting

The Albinism Fellowship of Australia (AFA) will be compile a list of people / families who may be willing to billet people / families from out of town during the conference. If you are interested, please enter your details below. The AFA will put interested parties in contact with each other and will take no responsibility for the arrangements.

Yes, I / we are happy to **offer billeting** for conference attendees. I / we are happy for name / phone number / email address to be shared with interested parties.

Suburb		Number of people	
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Yes, I / we would be interested in **being billeted** during the conference.

I / we are happy for name / phone number / email address to be shared with interested parties.

Number of adults		Number Children		Ages of children	
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Section 4 – Cost

Please note the following:

- **Member** rates are for current financial members of the AFA only. Please email secretary@albinismaustralia.org if you are unsure of your status.
- If you are a **non-member**, your two-day conference registration includes a complimentary membership of the AFA to 30th June 2018.
- All two-day conference registrations (Saturday and Sunday) include the option to attend on the Friday afternoon. Older teenagers are also welcome to attend this session.
- **Unwaged** – your only income is Centrelink benefits.
- Registration **fees include:**
 - Tea / coffee on arrival each day
 - Afternoon tea on Friday.
 - Morning tea, lunch and afternoon tea on Saturday and Sunday.
 - Crèche / youth program for children registered.
- Children under 1 year at the time of the conference - free entry.
- Attendees aged 16 and over on the dates of conference pay adult rates.
- **Complimentary registration** – this only applies if you have been specifically advised of this by conference organisers.
- Requests for a **payment plan** - on a case by case basis. Please email treasurer@albinismaustralia.org to discuss in confidence.
- **We expect that, unless in exceptional circumstances, all payments to be finalised by Monday 7th August. At the conference, only cash payments can be accepted as we do not have credit card facilities.**
- We require **ALL** attendees, including speakers and volunteers to complete a registration form. **Email to:** conference2017@albinismaustralia.org **Post to:** Treasurer: PO Box 4304 North Rocks 2151 NSW Australia.

Section 4 – Continued

Early Bird Registration – Until 30th June 2017

	Member	Number	Non-Member	Number attending
Professionals Friday only	\$50		\$60	
Adult (16 and over)	\$190		\$240	
Child / youth (1-15 years)	\$130		\$157	
Unwaged	\$146		\$190	
Family (2 adults, 2 children)*	\$575		\$709	
Additional children each (3+)	\$65		\$72	
Complimentary Registration	-		-	

Full Registration – From 1st July 2017 to 7th August.

	Member	Number	Non-Member	Number
Professional Friday only	\$60		\$72	
Adult (16 and over)	\$228		\$288	
Child / youth (1-15 years)	\$156		\$187	
Unwaged	\$175		\$228	
Family (2 adults, 2 children)*	\$690		\$850	
Additional children each	\$78		\$93	
Complimentary Registration	-		-	

- Family Rate: additional children at half the applicable child registration.

Total of all Registrations payable (from table above)		\$
Add Conference dinner (Saturday) Adults and children over 8 @ \$50 each	Number	\$
Add Conference dinner (Saturday) Children under 9 @ \$25 each (children's meal)	Number	\$
Add Donation – Thank you! Please note the AFA is a registered charity and donations over \$2 are tax deductible and a receipt will be issued.		\$
TOTAL PAYMENT DUE		\$

Before paying from overseas – We will issue an invoice and give further payment instructions. Please contact treasurer@albinismaustralia.org

Section 5 – Payment – how will you be paying?

Payments via Credit card at the Try Booking Website.

This is our preferred method of payment.

Go to www.trybooking.com and select Buy Tickets and search Albinism.

<https://www.trybooking.com/book/event?eid=259331>

Then email your form to conference2017@albinismaustralia.org

Direct Deposit

St George Bank. BSB 112879 Account number: 128217786

Account Name: Albinism Fellowship of Australia.

Then email your form to conference2017@albinismaustralia.org.

Have you paid? yes no

Please leave your surname & initial as Transaction ID for validation.

Transaction ID used:	
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Post

Please post an Australian cheque or money order made payable to “Albinism Fellowship of Australia” (**not** AFA), **with the completed form to:**

Treasurer, PO Box 4304 NORTH ROCKS 2151 NSW Australia.

International Payments

Please email treasurer@albinismaustralia.org BEFORE you pay from overseas, so that we can issue you with an invoice and give payment instructions!

Completed registration forms should be sent to one of the following:

Email: conference2017@albinismaustralia.org

Post: Treasurer: PO Box 4304 North Rocks 2151 NSW Australia.

Section 6 – Video / Photo release

I hereby give my unconditional permission to the Albinism Fellowship of Australia (hereby referred to as 'the AFA') to use photographic images taken of me (and/or my child) during the AFA Conference, 18th to 20th August 2017 and release these for the purposes of promoting and publicising the AFA, its programs and resources. I expressly release the AFA from any claim for financial compensation now and in the future arising out of the use of the photographic images in accordance with this permission and release.

I expressly acknowledge and agree that all rights in the said photographs including the copyright therein and the ownership of the physical negatives and/or digital images belong to the AFA.

I understand that these images **may** be used in newspapers, newsletters, conference proceedings and other material, and also on the internet, via the AFA's website and social media presence, and I expressly authorise such use. I also expressly authorise the AFA to grant to others the right to use the photographic images so long as it is for the benefit of albinism awareness, education or programs and in a manner which is controlled and authorised by the AFA. I also understand and acknowledge that once this image is posted on the AFA's website, the image can be downloaded.

I acknowledge the right of the AFA and give express permission to crop or alter the image(s) at their discretion. I acknowledge that the AFA may not use the image(s) at this time, but may choose to do so at a later date and also expressly authorise such later use.

I agree to indemnify and hold harmless the AFA from any claims arising from such activities and expressly include within the scope of this indemnity and release the following persons:

- The committee of the Albinism Fellowship of Australia
- Other committee members, state representatives and volunteers working in a capacity under the name of the AFA.
- I certify that I am over 18 years of age.

Name	Signature	Date

Please complete below for children aged under 18

*For persons under the age of 18, the permission of a parent or guardian is required **on the Photo Release Form**. (Additional forms are at the end of the Registration doc)*

Release of photos/Videos

I hereby grant permission to the Albinism Fellowship of Australia to use photographic images of my child as outlined above.

Name of child		Date of birth	
Name of child		Date of birth	
Name of child		Date of birth	

- Please identify child/children by first name **ONLY**.
 - Please do not identify child/children by name.
 - I do not give permission for website use, only printed matter.
- I certify that I am over 18 years of age and I am the parent / guardian of the above named child/children.

Print name	Signature	Date

No release of photos or videos

If you prefer not to allow permission for yourself and / or your child, please mention it here. We will endeavor to keep those named below out of direct scope of any recording, but may inadvertently include likenesses in group, audience or crowd recordings.

I do not allow images of those named underneath to be used in any way for publicity, promotional or educational resources

Name	Signature	Date

Section 7 – Crèche / Youth Program

Babes in Arms – You are welcome to keep your baby with you in the conference hall, as long as you are prepared to leave if they are unsettled. There are areas adjacent to the ballroom where you can sit with your baby, although you will not be able to hear the presentations. This is designed primarily for children under one year old who are not in the crèche program. If you intend to have a child under 1 year with you, please indicate the name and age of the child at the conference.

Name of baby		Age at conference	
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Baby Sitters

If you intend to bring someone to look after your baby at the venue (relative or baby sitter), without sitting in on sessions, you may apply to have a “food only” registration for them at a negotiated fee. **Contact the Treasurer.**

Babysitter Name		Relationship	
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Crèche Program

A Crèche program will be provided for children aged 1-5 (pre-school) and older children not going out on the Youth program excursions.

The venue will be in an area adjacent to the conference area. It will be staffed by a mix of professionally qualified staff and volunteers, all of whom will have current valid Working with Children Checks.

It will be an interesting and varied program catering both to children with albinism and their siblings.

Youth Program

A two-tiered youth program will be provided on the Saturday and Sunday, for primary school aged children aged 6 and over, and for secondary school aged children. Senior students may be interested in attending any relevant talks at the conference, including the Friday sessions.

There will be a youth room with internet access in close proximity to the conference rooms. The program is currently being finalised and will be relevant to both children with albinism and their siblings. The program will include an excursion each day, with other learning and social activities. It will be hosted by qualified staff and volunteers, all of whom will have current valid Working with Children Checks.

Terms and conditions for Crèche / Youth program

1. The crèche / youth programs have been set up to enable parents to enjoy the conference and for the children to interact and meet others with albinism, and their siblings. We will do all in our power to make it safe and enjoyable for the children. The Albinism Fellowship of Australia is a community organisation within the meaning of Part IX – Volunteer Protection - of the Wrongs Act, and some child care attendants are volunteers.

Please sign on following page to confirm you understand that you are assuming the risk of leaving your child with us in those circumstances.

2. The crèche / youth programs are staffed by a combination of volunteers and trained workers. All will have current Working with Children Checks.
3. The crèche area is within the conference venue.
4. The youth program will include a combination of activities both in the conference venue and offsite.
5. Please supply an individual photo of all children who will be in the crèche / youth program for identification purposes during the day and on child pickup; we also ask that parents bring their own photo ID and be prepared to sign the children out so that we may verify your signature and protect your children.
6. We will be supplying morning and afternoon tea and lunch for children. You must let us know of any food allergies.
7. For the **crèche program**, bring a clearly labelled bag with change of clothes, nappies, milk requirements (bottle / formula etc), dummy with cover and one named comfort toy. We request that other toys from home not be brought in.
8. For the **youth program**, please bring a backpack with a hat, sunscreen, warm top, raincoat and a drink bottle. All items must be clearly named.
9. The Albinism Fellowship of Australia takes no responsibility for any personal items that are lost or stolen.
10. Please do not bring any peanuts or seafood products to the crèche / youth program as some children may have allergies.
11. Although your child's safety is a priority, we take no responsibility if accidents happen. We are not liable for such incidences or injuries.
12. If your child is crying or inconsolable, we will do all we can to settle them, however if we need to, we will contact you at the conference by phone. Please keep your phone switched on, in silent mode.
13. If your child has a life-threatening allergy to a common food or product we will not be able to accept them in the crèche. We would be loathe for anything to happen to them in our care.
14. Breastfeeding mothers are welcome to come and feed as needed.

Section 8: Child Registration

Please complete for each child attending the conference.

Ensure they have been included on the photo/video release form.

Child 1 FULL NAME			
Likes to be called			
Date of birth			Age at conference
Which program?	Crèche		Youth
Does this child have albinism?	Yes (Type)		No (Sibling?)
Other health issues:			
Allergies:			
Dietary restrictions:			
Other information which may be useful to us			
Emergency Contact Information			
At least 1 Parent / Guardian must be at conference			
	Parent / Guardian 1	Parent / Guardian 2	
Name			
Relationship to child			
Attending conference? Y / N			
Mobile number			
I have read and accept the terms and conditions of use relating to the crèche and youth programs.			
Signed			

Child 2 FULL NAME			
Likes to be called			
Date of birth			Age at conference
Which program?	Crèche		Youth
Does this child have albinism?	Yes (Type)		No (Sibling?)
Other health issues:			
Allergies:			
Dietary restrictions:			
Other information which may be useful to us			
Emergency Contact Information			
At least 1 Parent / Guardian must be at conference			
	Parent / Guardian 1	Parent / Guardian 2	
Name			
Relationship to child			
Attending conference? Y / N			
Mobile number			
I have read and accept the terms and conditions of use relating to the crèche and youth programs.			
Signed			

Child 3 FULL NAME			
Likes to be called			
Date of birth			Age at conference
Which program?	Crèche		Youth
Does this child have albinism?	Yes (Type)		No (Sibling?)
Other health issues:			
Allergies:			
Dietary restrictions:			
Other information which may be useful to us			
Emergency Contact Information			
At least 1 Parent / Guardian must be at conference			
	Parent / Guardian 1	Parent / Guardian 2	
Name			
Relationship to child			
Attending conference? Y / N			
Mobile number			
I have read and accept the terms and conditions of use relating to the crèche and youth programs.			
Signed			

Child 4 FULL NAME			
Likes to be called			
Date of birth			Age at conference
Which program?	Crèche		Youth
Does this child have albinism?	Yes (Type)		No (Sibling?)
Other health issues:			
Allergies:			
Dietary restrictions:			
Other information which may be useful to us			
Emergency Contact Information			
At least 1 Parent / Guardian must be at conference			
	Parent / Guardian 1	Parent / Guardian 2	
Name			
Relationship to child			
Attending conference? Y / N			
Mobile number			
I have read and accept the terms and conditions of use relating to the crèche and youth programs.			
Signed			

FINANCIAL SUPPORT for those living in Australia.

We understand that attending the conference can represent a significant financial strain on families. The Albinism Fellowship of Australia is working hard to secure grants to subsidise attendance at the conference – unfortunately only available to those **resident in Australia**.

As you complete the above registration form, there is a section where you can indicate your interest in being considered for a travel/ accommodation subsidy grant. We will then provide you with the information and application package to apply.

These grants are always highly competitive and consideration is given to applications based on a number of factors including but not limited to financial need, benefit gained by attending the conference, social isolation. All applications are judged by an external party.

Individual sources of support

We would also encourage you to seek funding from other sources such as:

- Lions/ Lioness Clubs, Rotary Club, Variety Club, Ronald McDonald Charity
- Local Council, Mayor or your local Member of Parliament
- Local Bank or large trader (check their website for Community Grants)
- Consider using Better Start for children's registration.

Suggestions to use when requesting financial assistance

When contacting organisations, obtain all relevant contact details (address, phone number etc). Your letter should include the following:

- The first paragraph should explain the reason why you are writing the letter.

- A brief explanation of Albinism (information on www.albinismaustralia.org)
- A brief explanation of your/your child's Albinism and how it affects you.
- A brief explanation of the conference program and describe the benefits you and others will gain from attending. It is not only vital that you learn more about Albinism, but it is an important opportunity for you and your child/ family to meet other people and families affected by Albinism.
- Consider including a photograph of the person with Albinism
- A complete budget of costs and an indication of an amount you are requesting from the organisation.
- Consider including a supporting letter from a medical specialist, GP or educational professional, or a representative of the Albinism Fellowship of Australia, who can verify the impact of Albinism and your need to attend.
- Finish with an invitation to contact you, or advise that you will contact them in the next few days.
- Follow up with a telephone call a week later. If you do receive financial assistance, ensure you immediately write a letter of thanks to the organisation.
- After the conference, it is important to follow up with the organisation to inform them of your conference experience and to again thank them for their contribution.
- Please tell the AFA of your experience with requesting financial assistance, and let us know which organisations you have been successful and unsuccessful with so that we can improve this process for individuals & families in the future.

The Conference Committee is looking forward to meeting you in Melbourne to Celebrate Albinism!

Conference2017@albinismaustralia.org