

## UNIONS /

shaping our society



A•S•U

#### **Our sponsors**







#### Registration



- All delegates, observers and sponsors need to register on the first day of their attendance
- At registration you will receive a name tag and lanyard and other information

#### **Our sponsors**







# Australian Unions Join. For a better life.

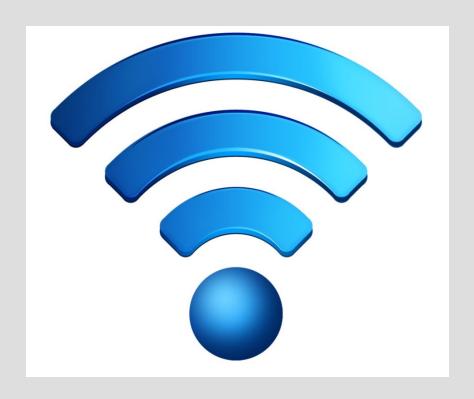


#### **Attendance lists**

- Delegates and observers are required to sign the attendance list ON EACH DAY of Conference
- The attendance list is circulated in a folder
- Please sign and pass on the folder as quickly as possible
- The folder also contains spare proxy forms and motion amendment forms



#### Conference WiFi



To allow participants to access all Conference materials online, we have arranged WiFi access:

#### **ASUNC14**

no password required



## **Group photo & other photos**



- On TUESDAY a group photo of all delegates and observers will be taken
- Please ensure you are wearing your ASU shirt for the photo session
- If you wish to arrange a
   Branch photo, please speak
   with the photographer about
   a suitable time

#### **Transfers**



#### To the Dinner

A shuttle bus will run to & from the Mantra to Zinc at Federation Square both before and after the Dinner.

#### To the Airport last day

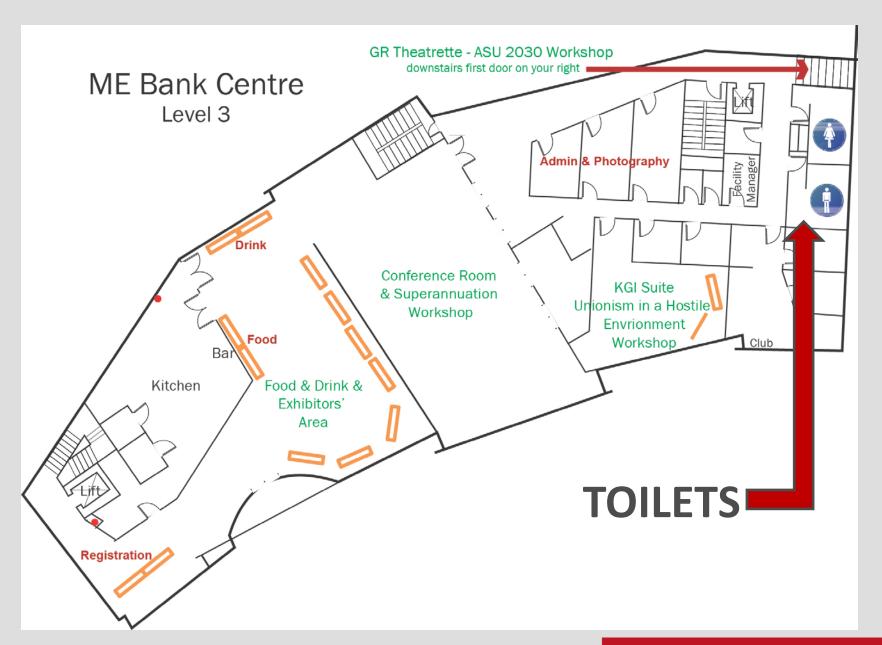
Transport to the Airport will be provided to those departing Melbourne directly after Conference.



#### **Toilets**



- To the north of the main
   Conference room
- Follow signs turn right before the stairs



#### **National Conference Dinner**



- You need to register at Zinc to receive your Table number
- A shuttle bus from the Mantra to Zinc will leave at 6.30pm
- Buses from Zinc to Mantra will run 10.30pm to 11.30pm

## Win a Kindle and \$200 voucher!

# win the Lucky prizes

Collect SIX different stamps from our sponsors, fill out your name and Branch below and return this entry to the box at the ASUshop stall.

SIX **DIFFERENT** SPONSOR STAMPS HERE

Name: .....

Branch: .....

Generously provided by:



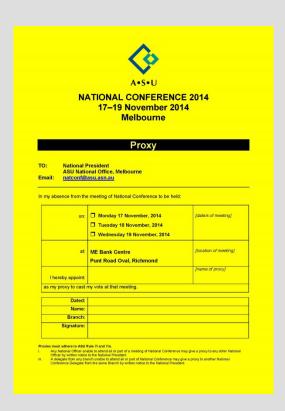
#### **ENTRY CONDITIONS**

You must be in attendance during the draw just after the motivational speaker on Wednesday 19 November 2014. If your name is drawn and you are not present, there will be a redraw until a winner is found who is in attendance. Another delegate cannot accept your prize on your behalf.

- Visit all sponsor tables and get them to mark your entry form
- Deposit your completed form in the entry box at the ASU table
- Only delegates & observers present at the draw on the final day are eligible to win



#### **Proxies**



- Proxy forms are available in the Attendance list folder
- Please adhere to the ASU Rule printed in the footer when assigning proxies
- Hand any proxies to either the National Secretary or the Conference minute taker (seated in front row)

#### **Amendments to motions**

- If delegates wish to move amendments to motions, please use the relevant form to record your amendment motion
- The forms are available in the Attendance folder or via a staff member wearing a yellow lanyard

## Last day transfers



 Shuttle bus transport to the Airport will be provided for those people departing Melbourne directly after Conference closes.

#### Need help or info?



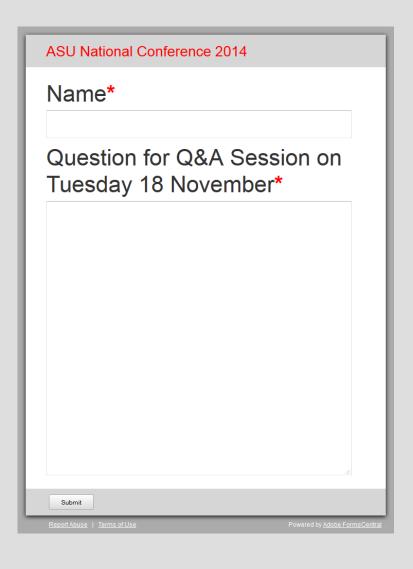
- Look for National Office staff wearing name tags with yellow lanyards
- Visit the ASU table in the exhibitors' area or the Comms & AV desk

#### **Evaluation survey**



- The link to the evaluation survey is on the National Conference webpage
- Direct link:bit.ly/asunc14
- Password will be provided on the final day

#### Submitting questions for Q&A



- You can use the online form for submitting questions for Tuesday morning's Q&A session: bit.ly/asu-qa
- See the COMMS CARD