



REGISTRATION FORM FOR 2011 PROGRAM

PERSONAL DETAILS

To be completed by all participants - both individuals and members of company teams
Please complete the following:

Full Name (for certificate) _____

Preferred First Name (for name badge) _____

Age group [] under 20 [] 20-25 [] 25-30 [] 30-40 [] 40-50 [] over 50

Email address (Workshop's preferred contact method) _____

Mailing address _____

Postcode _____

Ph (W) _____ Ph (H) _____

Fax _____ Mobile _____

I wish to enter the Program as an individual [] (please tick or leave blank)

I wish to enter the Program as a member of a team from
(enter company name)

Present Employer

Employer/self-employed: _____ How long? _____

Position: _____ Phone: _____

Business Address: _____

Postcode: _____

Summary of previous employment

Table with 3 columns: Period employed, Company Name, Position Held. Rows 1, 2, 3.

Summary of major studies & qualifications (if applicable)

Table with 3 columns: Year of completion, Institution, Award/course. Rows 1, 2, 3.

Personal objectives

- Do you plan to start up a business? Yes ___ No ___
Do you plan to expand an existing business? Yes ___ No ___
Do you want to improve your career opportunities? Yes ___ No ___
Do you want to commercialise a new technology? Yes ___ No ___

Please provide a brief statement to explain why you want to participate in the Workshop's entrepreneurial business and management development program.

Blank lines for providing a brief statement.

Note: Each participant will be required to complete a one page biography upon acceptance into the Program. A template will be provided by the Workshop Secretariat.



CathRx Limited



Sydney by Sail



Marathon Robotics

Workshop
'Graduate'
Businesses

Sponsors



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FORM TO REGISTER A TEAM

We wish to register a team of (no. of) _____ members in the NSW Enterprise Workshop Program commencing on: _____

- Teams of 3 to 5 members are accepted into the program without an interview.
- A team of 2 will be accepted subject to an interview with the Program Director.

Business Name _____

ABN _____

Mailing Address _____

Postcode _____

This business was established in _____ (year) and currently has _____ staff.

Team Members Names: _____

N.B. Each team member must complete the Personal Details Section of the Registration Form

Project title and description of the project (eg. company as a whole; new product or service business)

NOTE The Workshop provides for individual participants (who have paid their own fees) the opportunity to join an organisation team as an additional team member for the duration of the Workshop. Such arrangements are subject to the needs of the organisation team.

FEE INFORMATION FOR A TEAM

The fee for a team of three is \$10,450.

The fee for each additional team member (over 3 participants) is \$3,100 per person for a maximum of 5 team members. (A team of 6 may be approved under special circumstances).

NOTE The fee for a team of 2 is twice the fee for an individual (\$4,345x2=\$8,690).

"The Workshop program was a highly rewarding experience for our team of three which included my father, an engineer and founder of the business, a technical engineer we recruited just before the start of the program, and me.

The program covered a wide range of areas delivered at different levels. The many lectures were highly relevant to the business side of things, and the team-building activities were also useful in working out the strengths and weaknesses within our group.

I am pleased to recommend the program to any new or established business seeking to shed light on its operations and to examine opportunities and avoid any pitfalls associated with their venture through the Workshop business analysis and planning process."

Daniel Rodgers, Managing Director, Evolution Tankers (EW '09)

FORM TO REGISTER AS AN INDIVIDUAL PARTICIPANT

NAME _____

I wish to register for the NSW Enterprise Workshop Program commencing on: _____

Business Details (if applicable)

Name: _____

ABN: _____

Mailing Address: _____

Postcode _____

This business was established in _____ (year) and currently has _____ staff.

All applicants must complete the Personal Details section of the Registration Form

Project title and description of the project (if applicable) eg. company as a whole; new product or service business

FEE INFORMATION FOR AN INDIVIDUAL

Individual Fee The fee for an individual is \$4,345.

IMPORTANT INFORMATION FOR INDIVIDUAL PARTICIPANTS WANTING TO WORK ON THEIR OWN BUSINESS PROJECT

Options for an individual participant to work on a plan for his/her own business project. Conditions Apply.
Advice and assistance will be provided to an individual participant to:

- 1) Form a small team with other individuals who have paid their own Fee but are not committed to working on a business project of their own; or
- 2) Form a small team to work on their own business project in association with other individual participants who are also working on their own business project. This will provide peer group support and opportunities for discussion of common issues.

NOTE: Individual participants who choose to work on their own project will be eligible to defer to complete in the following program if circumstances prevent him/her from completing within the timeframe of the Program joined.

"The Workshop sharpened our understanding of how we should package the value of what we had to offer and introduced us to a valuable network of people."

Assoc Professor Simon Carlile, Chairman Vast Audio, CTO Personal Audio & University of Sydney (EW '03)

"I recommend the Workshop to people who want to find out whether they have a viable business idea and who want to develop the skills they need to build a successful business."

Andrew McDonald of Andrew McDonald Shoes (EW '02)

"The Program Director and all the lecturers were most helpful. Within a week of commencing work on the business plan, I began to turn my business into reality. Being a participant in the Workshop opened many doors for me."

Dr Ditta Bartels of Inphaze (EW '05)

GENERAL REGISTRATION INFORMATION

The Fee includes tuition (interactive sessions); folder and session papers; a specialist team dynamics day at a near city location, and selected online sessions. Light catering is provided on days when food outlets are closed, ie ATP Innovations on Saturdays.

The Fee includes **GST** of \$50 for catering charges.

NOTE Program content - approved as GST exempt by the Federal Government.

Fee assistance Government subsidies are available for eligible businesses (conditions apply).
Ask the Workshop Secretariat for information.

Part payments – without interest - may be approved by the Workshop. Up to four monthly payments would be charged to the participant's credit card from the first of the month following the Program start. Ask the Workshop for details.

Cancellation fee - \$1,000 per participant apply to cancellations received within 14 days before the commencement of the Program. Cancellations must be received in writing. No refunds will be made after the Program has commenced.

Provisional registrations may be made by phone, fax or email. A deposit of \$1,000 per team member is required within 5 working days to confirm the registration. Payment details below:

Payment A deposit/full payment (delete one) of \$_____ is provided by:

- Electronic Funds Transfer: Commonwealth Bank BSB 062 000 Account 0080 2184
Mail or fax this form to the Workshop quoting your EFT reference number _____
- Cheque: Made payable to NSW Enterprise Workshop. **Mail** to NSW Enterprise Workshop, c/- Anderson Knight P/L, Ste 601, 20 Loftus Street, Sydney 2000
- Credit card: **Fax** form to 02 9247 2495 _____ Visa _____ MasterCard
- Name on card: _____
- Credit card number: _____ / _____ / _____ / _____
- Expiry: ____/____ Signature: _____

NOTE FOR ALL PARTICIPANTS

I am aware that the advice given to me in the Program is provided in good faith but neither the individual providing the advice nor the NSW Entrepreneurship Centre Limited (trading as the NSW Enterprise Workshop) may be held responsible for any outcome relating to the implementation of the advice.

DECLARATION

I have read the description of the Program. I confirm that the details I have given on this Registration Form are true and accurate.

I accept the terms and conditions of the Program and acknowledge the Fee must either be paid in full at the time of acceptance into the Program or a Part Payment Agreement* arranged in advance.

I further acknowledge that it is a condition of entry into the Program that I must sign a Confidentiality Agreement* prior to the commencement of the Program.

(* Copies of these two documents are available on request).

Signature: _____ Date: _____

The completed form with a deposit of \$1,000 (per participant) or full payment is to be sent to:

NSW Enterprise Workshop, c/- Anderson Knight P/L, Suite 601, 20 Loftus Street, Sydney 2000
Ph: 02 9241 6245 Fax: 02 9247 2495 E: succeed@enterpriseworkshop.com.au
www.enterpriseworkshop.com.au