2017 Book Groups Enrolment Form – VICTORIA

Centre for Adult Education (CAE)
Level 2, 253 Flinders Lane
Melbourne VIC 3000
T: 03 9652 0620
F: 03 9654 7840
E: bookgroups@cae.edu.au

Group Name: _____ **Group Code: ZZ** | | | | | 1 | 7 |

Is this your first CAE course? Yes ☐ No ☐ If no, please supply your CAE number: | | | | | | | | |

Surname:	Given Name:
Home Phone:	Mobile:
Email:	Date of Birth:
Address:	
State:	Postcode:

Fee Schedule 2017 (Victoria)

Please tick the number of meetings your group is having and tick the appropriate fee.
If you are a new member or group starting partway through the year, please contact our office for the applicable pro-rata fee.

Group Meetings	Full Fee	Seniors/ Students Fee	Concession Fee	Secretary Fee
☐ **11**	☐ $149	☐ $135	☐ $98	☐ $84
☐ **9**	☐ $138	☐ $125	☐ $91	☐ $78
☐ **6**	☐ $109	☐ $99	☐ $72	☐ $62
Other/ Pro-Rata Meetings		***Pro-Rata Fee***	☐ $____	***Staff Approved*** ___

Seniors, Students and Concession Fees

If you are claiming a reduced fee for the first time, please provide the card number and attach a photocopy of your card.

Seniors Fee – Must have a valid Seniors card or Commonwealth Seniors Health Card.
Student Fee – Same as the Seniors Fee. Must have a valid Student Card.
Concession Fee – Must have a valid Pensioner Concession Card, Health Care Card or Veterans Affairs Gold Card.

☐ Senior/Student ☐ Pensioner ☐ Health Care ☐ Veterans Affairs Gold ☐ Other

Senior/ Student/ Concession Card Number: _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _

Payment Details

Cash and EFTPOS payments can only be made by paying in person at the CAE reception counter on Level 2, 253 Flinders Lane, Melbourne 3000.

☐ Cheque ☐ Money Order	Credit/Debit Card: ☐ Visa ☐ MasterCard		
Total Amount $	Card Number: _ _ _ _ / _ _ _ _ / _ _ _ _ / _ _ _ _		Expiry Date: _ _/_ _
	Cardholder's Name:		
	Cardholder's Signature:		CVC: _ _ _
Receipt Options (please tick one):	☐ I do **NOT** require a receipt	☐ Send my receipt by **email**	☐ Mail my receipt by **post**
e-Newsletter: Please tick the box if you DO NOT want to receive the CAE Book Groups Newsletter by email			☐
CAE Marketing: Please tick the box if you DO NOT want to receive any marketing communication from us			☐

Terms and Conditions

Refunds, less a **$30 administrative fee**, will only be made if requested **at least 4 working days** prior to the group's first discussion date. Otherwise, no refunds or credit notes will be issued**.**

Office Use Only						
Service Hub	**Batch Number**		**Date processed**		**Service Hub Initials**	