



Note: This document features interactive form fields which enable you to utilize your computer to type your required information.

2009 Winter Seminar & Workshop Series

REGISTRATION FORM

www.ottawafestivals.ca

Participant (PLEASE PRINT): _____
(Last Name) (First Name)

Title: _____ Organization: _____

Mailing Address: _____
(Street / Box)

(City) (Province) (Postal Code)

Telephone: _____ Cell: _____

Email: _____ Special Physical / Dietary Requirements: _____

PARTICIPATION: Please (check) appropriate box(s).

The Lifesaver:

- Description: This introductory, non-certificate course is designed to teach essential first aid skills. It's ideal for busy people.
Date: February 12, 2009
Time: 9:00 am - 12:00 pm
Location: St. John Ambulance (5 Corvus Court) : Room : Refer to bulletin board upon arrival



Member Rate: \$21.00 (\$20.00 + 1.00 GST)
Non-Member Rate: \$26.25 (\$25.00 + 1.25 GST)

Work Well - Relate Well, In Depth':

- Description: This workshop is designed to give you valuable insights into understanding and relating to others.
Date: February 19, 2009
Time: 9:00 am - 12:00 pm*
Location: Richelieu - Vanier Community Centre (300 des pères-blancs Avenue) : Salle d'Accueil

Member Rate: \$36.75 (\$35.00 + 1.75 GST)
Non-Member Rate: \$52.50 (\$50.00 + 2.50 GST)

Navigating Canadian Heritage Festival Funding Programs:

- Description: An informal presentation by Ottawa-based Canadian Heritage Program Officers working in the area of festival funding. The presentation will be followed by a Q&A period.
Date: February 26, 2009
Time: 9:30 am - 11:00 am*
Location: Richelieu - Vanier Community Centre (300 des pères-blancs Avenue) : Salle d'Accueil

Member Rate: FREE
Non-Member Rate: \$26.25 (\$25.00 + 1.25 GST)

Safeguarding Festivals, Special Events and Fairs:

- Description: Using real time examples Doug Kirkland will outline the need for safety and security concerns to any festival, special event or fair.
Date: March 5, 2009
Time: 9:30 am - 11:00 am*
Location: Richelieu - Vanier Community Centre (300 des pères-blancs Avenue) : Salle d'Accueil

Member Rate: \$36.75 (\$35.00 + 1.75 GST)
Non-Member Rate: \$52.50 (\$50.00 + 2.50 GST)

The Role of Event Central related to Festivals, Special Events and Fairs:

- Description: This workshop is designed as an overview on how the City of Ottawa - Event Central team can assist festivals, special events and fairs in expediting & simplifying your event.
Date: March 26, 2009
Time: 9:00 am - 12:00 pm*
Location: Richelieu - Vanier Community Centre (300 des pères-blancs Avenue) : Room : Flora

Member Rate: FREE
Non-Member Rate: FREE

PAYMENT OPTIONS: Please (check) appropriate box(s). Cheque Visa

Cardholder Name(PRINT): _____ Cardholder Signature: _____

Card Number: _____ Expiry: _____

Make cheques payable and mail to Ottawa Festivals, 436 MacLaren Street, Suite 300, Ottawa, ON, K2P 0M8. Registration confirmation must be received 4 days prior to workshops. Cancellations: Send us a written cancellation notice 4 days prior to the workshop and a refund will be issued less a \$25 processing fee. After that time no refunds will be issued. Workshops to be conducted in English. **FAX REGISTRATION FORM TO 613.233.3134 OR EMAIL TO INFO@OTTAWAFESTIVALS.CA LIMITED SPACE, REGISTER EARLY.**

* Half day event: One snack

** Full day event: Two snacks and a lunch

GST REGISTRATION #88896 0978 RP0001