



SKILLS FOR LIFE

2024 NAEN NATIONAL CONFERENCE

23-25 July 2024, Adelaide

PARTNERSHIP AND EXHIBITION PROSPECTUS



National Apprentice
Employment Network

WELCOME FROM THE CEO



Welcome message from Dianne Dayhew

It is a great pleasure to be hosting the 2024 National Apprentice Employment Network Conference in Adelaide, 23-25 July.

With the theme, 'Skills for Life', the conference will be informative and engaging – delivering a diverse range of speakers and presenters across vitally important topics for Vocational Education and Training (VET).

Delegates will hear from experts from industry, government, academia, and the training sector, as well as some of the country's top thinkers and commentators.

This will be a significant event for all those that engage and employ apprentices and trainees, as well as for the many organisations and individuals that support them.

About NAEN

The National Apprentice Employment Network (NAEN) is the peak industry body representing Australia's largest employer network of apprentices and trainees. The employer network is unique, as it represents the practice of group training under which Group Training Organisations (GTOs) directly employ apprentices and trainees and place them with host businesses.

Across metropolitan, rural, regional and remote Australia, the network employs some 22,000 apprentices and trainees in a diverse range of industries. GTOs have employed approximately one million apprentices since their inception in the 1970s and are at the forefront of apprentice engagement in Australia, largely with small and medium sized businesses.

While some GTOs specialise in particular industries, such as the traditional trades or hospitality, others cater to entire regions and cover a range of industries.

GTOs have come to occupy a pivotal role in many communities through their links with enterprises, training providers and schools, as well as in Indigenous and remote communities where they play a critical part in local training and job creation.



Amy Hunt 2023 Australian
Apprentice of the Year

THE CONFERENCE



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The National Apprentice Employment Network Conference is a key event in the vocational education and training (VET) sector, and the major national gathering for the group training network.

It brings together the many government agencies, public and private training providers, employment providers and industry professionals that lead the way in apprentice and trainee employment across the country. Our previous national conference was held in 2023 in Melbourne, Victoria.

For 2024 we are very excited to bring delegates to Adelaide, South Australia.

Strong attendance is expected from:

- CEOs, Managers and field officers of GTOs
- Chairs and Directors of the Boards of GTOs
- State, Territory and Commonwealth government representatives
- Registered Training Organisations, including TAFEs and private training providers
- Employer and industry organisations

The 2024 National Apprentice Employment Network Conference offers an opportunity to build relationships with the apprentice employment network and key stakeholders across the VET sector. The marketing potential starts from the time you sign up and continues well beyond the event itself.

With the theme, 'Skills for Life,' the conference promises three days of unparalleled learning and networking opportunities, featuring industry experts and thought leaders from Australia and around the globe.





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GET INVOLVED

This prospectus outlines various ways in which you can support the conference, network with colleagues and increase your exposure within the industry. For an out of the box tailor-made partnership package, please do not hesitate to contact us.

By partnering and supporting this conference you can take advantage of practical benefits such as:

- Opportunities to communicate electronically with conference attendees before, during and after the event
- Showcasing services / products through promotional material distribution
- Networking during the conference and networking events
- Highlighting your reach into the SME sector through association with a trusted and respected peak body
- Being aligned with examples of excellence in the achievements of future skilled leaders

VENUE

Centrally located, the Hilton Adelaide is a 5-star hotel overlooking Victoria Square. It is next door to the popular Adelaide Central Market, Chinatown and Gouger Street – Adelaide's largest restaurant precinct. It is also a short tram ride to Rundle Mall, North Terrace, as well as Adelaide Oval and Government House.

The Hilton Adelaide has all our conference facilities on the one floor. Our exhibition area is directly outside the Grand Ballroom where the main plenary will be held and all catering will be around exhibitors.

ACCOMMODATION

Partners can book at one of the conference hotels providing preferential rates during NAEN2024. Instructions on how to complete your attendee registrations and accommodation will be provided on confirmation of your partnership.



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CORE PARTNERSHIP PACKAGE

All Partnerships include the Core Partnership Package:

- Company logo on selected signage
- Consenting delegate list (in accordance with package level and final consenting delegate list)
- Company logo on Partnership acknowledgement slides
- Company logo on conference website including a hyperlink to your designated webpage
- Opportunity to have a PDF flyer on the virtual satchel insert page on the conference app (this replaces brochures in the conference satchel)

All Packages are inclusive of GST



PLATINIUM PARTNER

\$16,500 inc gst

EXCLUSIVE
OPPORTUNITY

As the sole Platinum Partner your organisation will receive the highest brand visibility throughout the conference.

Core Partnership Package plus:

- + Your organisation will receive endorsement as an "Official Platinum Partner of the 2024 National Apprentice Employment Network Conference"

Registration:

- + Four full conference registrations including tickets to Welcome Reception and Gala Dinner
- + Opportunity to purchase full conference registrations at a discounted registration fee of \$960 inc GST – limit of four

Exhibition:

- + One standard exhibition space in location of your choice. Each exhibition stand comprises 1 trestle table, two chairs, tablecloth, poster boards and access to reasonable power.
- + Exhibition profile in the conference app including videos and PDF brochures

Speaking opportunity:

- + Opportunity to address delegates prior to one plenary session (5 minutes)
- + Opportunity to gain live insights from our delegates in the form of one question or poll during the conference

Acknowledgment / Logo Placement:

- + Company logo and acknowledgement as the Platinum Partner on:
 - conference website (homepage and Partner page) with link to your homepage
 - holding slide at the commencement of plenary sessions
 - cover of the pocket program
- + 300-word company profile in the conference app
- + Verbal acknowledgement during the conference (opening and closing plenary)
- + One freestanding banner positioned on plenary stage and one freestanding banner positioned in the registration area for duration of conference (Partner to provide banners)
- + Use of a combined NAEN2024 logo during Partnership period (conference to provide the specific logo to be used)

Advertising:

- + Electronic banner advertisement in conference app
- + Three Twitter/X call outs during the conference
- + Two 20-word alerts put out via the conference app during the conference (text to be provided by Partner)



GOLD PARTNER

\$11,000 inc gst

FOUR OPPORTUNITIES AVAILABLE

As a Gold Partner, your organisation will be recognised for its support of the conference and receive a wide range of Partnership benefits, providing excellent value for money.

Core Partnership Package plus:

- + Your organisation will receive endorsement as an "Official Gold Partner of the 2024 National Apprenticeship Employment Network Conference"

Registration:

- + Three full conference registrations including tickets to Welcome Reception and Gala Dinner
- + Opportunity to purchase full conference registrations at a discounted registration fee of \$960 inc GST – limit of four

Exhibition:

- + One standard exhibition space in a prominent location. Each exhibition stand comprises 1 trestle table, two chairs, tablecloth, poster boards and access to reasonable power.
- + Exhibition profile in the conference app including videos and PDF brochures

Acknowledgment / Logo Placement:

- + Company logo and acknowledgement as a Gold Partner on:
 - conference website (homepage and Partner page) with link to your homepage
 - holding slide at the commencement of plenary sessions
 - within the pocket program
- + 200-word company profile in the conference app
- + Verbal acknowledgement during the conference
- + Use of a combined NAEN2024 logo during Partnership period (conference to provide the specific logo to be used)
- + Opportunity to gain live insights from our delegates in the form of one question or poll during the conference

Advertising:

- + Electronic banner advertisement in conference app
- + One Twitter call out during the conference
- + One 20-word alert put out via the conference app during the conference (text to be provided by Partner)



SILVER PARTNER

\$8,500 inc gst

MULTIPLE OPPORTUNITIES
AVAILABLE

Core Partnership Package plus:

- + Your organisation will receive endorsement as an "Official Silver Partner of the 2024 National Apprentice Employment Network Conference"

Registration:

- + Two full registrations including ticket to the Welcome Reception and Gala Dinner
- + Opportunity to purchase full conference registrations at a discounted registration fee of \$960 inc GST – limit of four

Exhibition:

- + One standard exhibition space in a prominent location. Each exhibition stand comprises 1 trestle table, two chairs, tablecloth, poster boards and access to reasonable power.
- + Exhibition profile in the conference app including videos and PDF brochures

Acknowledgment / Logo Placement:

- + Company logo and acknowledgement as a Silver Partner on:
 - conference website (Partner page) with link to your homepage
 - holding slide at the commencement of plenary sessions
 - within the pocket program
- + 200-word company profile in the conference app
- + Verbal acknowledgement during the conference
- + Use of a combined NAEN2024 logo during Partnership period (conference to provide the specific logo to be used)



BRONZE PARTNER

\$5,000 inc gst

MULTIPLE OPPORTUNITIES
AVAILABLE

Core Partnership Package plus:

- + Your organisation will receive endorsement as an "Official Bronze Partner of the 2024 National Apprentice Employment Network Conference"

Registration:

- + Two conference registrations including ticket to the Welcome Reception and Gala Dinner
- + Opportunity to purchase full conference registrations at a discounted registration fee of \$960 inc GST – limit of four

Acknowledgment / Logo Placement:

- + Company logo and acknowledgement as a Bronze Partner on:
 - conference website (Partner page) with link to your homepage
 - holding slide at the commencement of plenary sessions
 - within the pocket program
- + 150-word company profile in the conference app
- + Verbal acknowledgement during the conference
- + Use of a combined NAEN2024 logo during Partnership period (conference to provide the specific logo to be used)



BARISTA PARTNER

\$3,300 inc gst

TWO OPPORTUNITIES
AVAILABLE

Core Partnership Package plus:

- + Your organisation will receive endorsement as an "Official Barista Partner of the 2024 National Apprentice Employment Network Conference"

Registration:

- + One conference registration including ticket to the Welcome Reception and Gala Dinner
- + Opportunity to purchase full conference registrations at a discounted registration fee of \$960 inc GST – limit of four

Acknowledgment / Logo Placement:

- + Company logo and acknowledgement as a Barista Partner on:
 - conference website (Partner page) with link to your homepage
 - holding slide at the commencement of plenary sessions
 - within the pocket program
- + 100-word company profile in the conference app
- + Verbal acknowledgement during the conference
- + Use of a combined NAEN2024 logo during Partnership period (conference to provide the specific logo to be used)

Advertising

- + Corporate material may be displayed in coffee cart area, including brochures, one freestanding banner and small table signs (partner to supply)
- + Opportunity to brand coffee cart (partner to supply graphics)
- + Opportunity to supply branded coffee cups



GALA DINNER PARTNER

\$7,700 inc gst

EXCLUSIVE
OPPORTUNITY

Core Partnership Package plus:

- + Your organisation will receive endorsement as an "Official Gala Dinner Partner of the 2024 National Apprentice Employment Network Conference"

Registration:

- + Two full conference registrations including tickets to Welcome Reception and Gala Dinner
- + Two additional tickets to the Gala Dinner

Speaking opportunity:

- + Opportunity to verbally welcome the delegates to the Gala Dinner

Acknowledgment / Logo Placement:

- + Company logo and acknowledgement as the Gala Dinner Partner on:
 - conference website (Partner and social page) with link to your homepage
 - holding slide at the commencement of plenary sessions at the dinner (screens, menus, as applicable)
 - within the pocket program
- + Freestanding banner positioned within Gala Dinner venue (Partner to supply)
- + Logo and 100-word company listing included in conference app
- + Opportunity to provide a gift for Conference Dinner attendees (Partner to supply, with approval from Organising Committee)

Advertising:

- + Opportunity to provide printed material for a promotional table set up at the entrance to the dinner



SESSION PARTNER

\$4,400 inc gst

MULTIPLE OPPORTUNITIES AVAILABLE

CONFERENCE APP PARTNER

\$3,300 inc gst

EXCLUSIVE OPPORTUNITY

Core Partnership Package plus:

- + Your organisation will receive endorsement as an "Official Session Partner of the 2024 National Apprenticeship Employment Network Conference"
- + Company logo next to the session description on our conference program
- + Company banner on stage during the chosen session (banner to be supplied by member)
- + Option to present relevant guest speaker/s with a thank you gift

Core Partnership Package plus:

- + Your organisation will receive endorsement as an "Official Conference App Partner of the 2024 National Apprenticeship Employment Network Conference"

Registration:

- + One conference registration including ticket to the Welcome Reception and Gala Dinner
- + Opportunity to purchase full conference registrations at a discounted registration fee of \$960 inc GST – limit of four

Acknowledgment / Logo Placement:

- + Company logo and acknowledgement as a Conference App Partner on:
 - conference website (Partner page) with link to your homepage
 - holding slide at the commencement of plenary sessions
 - within the pocket program
- + 100-word company profile in the conference app
- + Verbal acknowledgement during the conference
- + Use of a combined NAEN2024 logo during Partnership period (conference to provide the specific logo to be used)

Advertising

- + Opportunity to have advertisement throughout the app (partner to supply graphics)



SACHEL BAG PARTNER

\$3,300 inc gst

EXCLUSIVE
OPPORTUNITY

Core Partnership Package plus:

- + Your organisation will receive endorsement as an "Official Satchel Bag Partner of the 2024 National Apprentice Employment Network Conference"

Registration:

- + One conference registration including ticket to the Welcome Reception and Gala Dinner
- + Opportunity to purchase full conference registrations at a discounted registration fee of \$960 inc GST – limit of four

Acknowledgment / Logo Placement:

- + Company logo and acknowledgement as Satchel Bag Partner on:
 - conference website (Partner page) with link to your homepage
 - holding slide at the commencement of plenary sessions
 - within the pocket program
- + 100-word company profile in the conference app
- + Verbal acknowledgement during the conference
- + Use of a combined NAEN2024 logo during Partnership period (conference to provide the specific logo to be used)

Advertising

- + Opportunity to brand the conference satchel bag alongside conference branding



LANYARD PARTNER

\$3,300 inc gst

EXCLUSIVE
OPPORTUNITY

Core Partnership Package plus:

- + Your organisation will receive endorsement as an "Official Lanyard Partner of the 2024 National Apprentice Employment Network Conference"

Registration:

- + One conference registration including ticket to the Welcome Reception and Gala Dinner
- + Opportunity to purchase full conference registrations at a discounted registration fee of \$960 inc GST – limit of four

Acknowledgment / Logo Placement:

- + Company logo and acknowledgement as Lanyard Partner on:
 - conference website (Partner page) with link to your homepage
 - holding slide at the commencement of plenary sessions
 - within the pocket program
- + 100-word company profile in the conference app
- + Verbal acknowledgement during the conference
- + Use of a combined NAEN2024 logo during Partnership period (conference to provide the specific logo to be used)

Advertising

- + Branded lanyards to be provided to all conference delegates (opportunity for partner to supply at a discounted rate)



MEMBER SUPPORT

Over recent years, we have been delighted that several NAEN members have supported our national conference through a promoted partnership tier or even anonymous support.

To recognise our valued members, the 2023 conference offered NAEN members the opportunity to support the national conference as “Member Conference Supporter”. Due to our members enthusiastic support and success in 2023, we will offer this again in 2024.

This will only be made available to NAEN members and will profile the GTO’s strong alliance with the national network.

MEMBER CONFERENCE SUPPORTER

\$2,200 inc gst

MULTIPLE OPPORTUNITIES
AVAILABLE

This package includes:

- + Company logo on a member support slide
- + Social media Tag on a #NAEN2024 post Company banner placement offer in delegate breakout area (banner to be supplied by member)
- + Logo and 75-word company listing included in conference app



EXHIBITION

\$3,400 inc gst

MULTIPLE OPPORTUNITIES AVAILABLE

The trade exhibition will be held immediately outside the Grand Ballroom and will be the venue for all daytime catering (lunches, morning and afternoon teas) throughout the conference. This provides you with maximum exposure and opportunities for contact between delegates and exhibitors.

Core Partnership Package plus:

Exhibition:

- + Each exhibition stand comprises 1 trestle table, two chairs, tablecloth, poster boards and access to reasonable power.
- + Exhibition profile in the conference app including videos and PDF brochures
- + All furniture is an additional cost and to be booked through the exhibition builder

Registration:

- + Two exhibitor registrations (tickets to the Gala Dinner are an additional cost)

Acknowledgment / Logo Placement:

- + Company logo and acknowledgement as an exhibitor on:
 - conference website (Partner page) with link to your homepage
 - holding slide at the commencement of plenary sessions
 - within the pocket program
- + Logo and 100-word company listing included in conference app

EXTRA EXHIBITION STAFF

\$550 inc gst per person

MULTIPLE OPPORTUNITIES AVAILABLE

If you require other members of staff to be at your stand for the duration of the exhibition, an Extra Exhibitor Staff fee of \$550 inc GST per staff member applies. This cost covers tea breaks, lunches and a name tag. This fee does not include admittance to social functions the Welcome Reception or Gala Dinner.

EXHIBITION HOURS*	DATE	TIME
Exhibition bump in	Tuesday 23 July 2024	Timing to be confirmed
Exhibition opens	Wednesday 24 July 2024	8am, prior to conference commencing
Exhibition closes	Thursday 25 July 2024	After lunch, timing to be confirmed
Exhibition bump out	Thursday 25 July 2024	Post lunch, timing to be confirmed

TERMS AND CONDITIONS



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NAEN2024 Committee and Conference Logistics will hereafter be referred to as 'the Organisers'.

Hilton Adelaide will hereafter be referred to as 'the venue'.

1. Partner and exhibition packages will be allocated in order of receipt of booking forms.
2. The Organisers accept no liability for damage to exhibits by loss, damage, theft, fire, water, storms, strikes, riots or any cause whatsoever. Partners and exhibitors are advised to insure against such liability.
3. The Organisers reserve the right to change the venue and duration if circumstances demand at their discretion. The Partner will indemnify the Organisers in respect of any claims and demands in respect thereof. The Partner must take out adequate insurance in respect of all claims.
4. The Organisers reserve the right to alter the exhibition floorplan at their discretion.
5. Exhibits must not be removed, and displays must not be dismantled either partly or in total before closing time on the last day of the exhibition.
6. Partners may only conduct competitions or offer prizes with the permission of the Organisers.
7. The Partner undertakes that they will not hold any events, educational or social functions at the same time as official conference program sessions or social functions.

Payment Details

1. An invoice will be sent on receipt of the booking form.
2. If payment is not received within 30 days of receipt of the invoice your booking may be cancelled.
3. For cancellation of Partnership and/or exhibition at least 2 months prior to the commencement of the conference, full payments will only be refundable if the Organisers are able to re-sell the package.
4. For cancellations less than 2 months prior to the commencement of the exhibition, all payments are non-refundable.
5. All prices include Goods and Services Tax (GST)

FURTHER INFORMATION

For further information please contact:

NAEN

E naen@conlog.com.au

P P 02 6281 6624



National Apprenticeship
Employment Network



GUIDELINES AND POLICY

By returning the signed Partnership Agreement (“Agreement”), you agree to be a non-exclusive (except where specified) Partner of the 2024 NATIONAL APPRENTICE EMPLOYMENT NETWORK CONFERENCE being held at the Hilton Adelaide, from 23 to 25 July 2024, on the following terms and conditions. Upon receipt of your signed Agreement together with payment, acknowledgment of receipt will be sent in writing with a Tax Invoice.

1. You agree to pay the total amount payable on confirmation of Partnership
2. Partnership entitlements will not commence until the fee has been paid.
3. In the event of withdrawal of Partnership or a display table booking, please be advised that the Conference will reserve the right to retain part or all of the instalments received
4. Please note that your requested category of Partnership may have a limit to the number of Partners as specified in the Partnership Invitation. Applications will be processed strictly in order of receipt of application form and deposit.
5. Partnership money will facilitate the successful planning and promotion of the Conference in addition to subsidising the costs of management, communication, invited speakers, programs or publications. Partnership exposure and acknowledgement is facilitated by the credits in the Conference program. Partnership monies are not expended on any entertainment incurred which is incidental to the activities of the Conference.
6. The Conference Organisers may at their discretion use your logo, symbol, trademark or registered mark in acknowledging your Partnership in the Conference literature where this is offered as part of your particular Partnership package and no payment shall be made to you for such use. You will be responsible for forwarding your logo, symbol, trademark or registered mark by the deadline. We request that all logos be supplied in an EPS and JPEG format. Should an alternative format be received, while the Conference organiser will endeavour to utilise the best available technologies and production consultants, they cannot be held responsible for the quality of the logo displayed in any of the promotional material. Colour reproductions will be printed as close to the specified colour as practicable.
7. All printing entitlements are subject to printing deadlines.
8. Provision of banners and any other promotional material is the responsibility of the Partner and their use and display at the Conference must be negotiated prior to the event with the Conference Manager.
9. The Conference logo is available for Partners to use in their own promotions. However, all use must follow the strict guidelines as set by the conference organiser and is subject to approval. A Partnership kit will be provided to all Partners prior to the conference. The schedule will cover details relating to Partnership entitlements, deadlines for receipt of materials, preferred suppliers and general information.
10. A Partnership kit will be provided to all Partners prior to the conference. The schedule will cover details relating to Partnership entitlements, deadlines for receipt of materials, preferred suppliers and general information.
11. Privacy Legislation - Due to privacy legislation, the organisers cannot guarantee the inclusion of all participants' names on the delegates list. The list provided to Partners will be a consenting list only.
12. Nothing contained in this Agreement will be deemed to constitute a partnership, joint venture or agency relationship between you and 2024 NATIONAL APPRENTICE EMPLOYMENT NETWORK CONFERENCE and/or the Conference Organisers and you must not do anything where you will in any way be represented as a partner of either organisation.
13. The entitlements in this document are offered on the basis that confirmation of a Partner's involvement is received prior to the appropriate deadline specified by the Conference Manager (e.g. aligned with the production of promotional and printed materials). The 2024 NATIONAL APPRENTICE EMPLOYMENT NETWORK CONFERENCE also reserves the right to amend the Partnership packages subject to changes in the program details.

CONFIDENTIALITY

No person has been authorized to give any information or to make any representations in connection with the offer made by this Private Placement Memorandum, nor has any person been authorized to give any information or make any representations other than those contained in this Private Placement Memorandum, and if given or made, such information or representations must not be relied upon. This Private Placement Memorandum does not constitute an offer to sell or solicitation of an offer to buy in any jurisdiction in which such offer or solicitation would be unlawful or to any person to whom it is unlawful to make such offer or solicitation. Neither the delivery of this Private Placement Memorandum nor any sale made hereunder shall, under any circumstances, create an implication that there has been no change in the affairs of our company since the date hereof.



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BOOKING FORM



Contact name: _____

Position: _____ Organisation: _____

Postal Address: _____ State: _____ Postcode: _____

Phone: _____ Mobile: _____

Email: _____

Partnership Booking

Please tick the preferred Partnership opportunity (all prices include GST)

- | | | | |
|--|----------|--|---------|
| <input type="checkbox"/> Platinum Partner | \$16,500 | <input type="checkbox"/> Session Partner | \$4,400 |
| <input type="checkbox"/> Gold Partner | \$11,000 | <input type="checkbox"/> Conference App Partner | \$3,300 |
| <input type="checkbox"/> Silver Partner | \$8,500 | <input type="checkbox"/> Satchel Bag Partner | \$3,300 |
| <input type="checkbox"/> Bronze Partner | \$5,000 | <input type="checkbox"/> Lanyard Partner | \$3,300 |
| <input type="checkbox"/> Barista Partner | \$3,300 | <input type="checkbox"/> Member Conference Supporter | \$2,200 |
| <input type="checkbox"/> Gala Dinner Partner | \$7,700 | | |

Exhibition Booking

- Exhibition Space Quantity _____ @ \$3,400 each
- Additional Exhibitor Staff @ \$550 Please book a place for _____ additional representative(s) at \$550 (inc GST) each

Names of representative(s) are: _____

Payment Summary

Partnership TOTAL \$ _____

EXHIBITION BOOTH \$ _____

ADDITIONAL EXHIBITOR STAFF \$ _____

TOTAL AMOUNT TO BE INVOICED \$ _____

50% deposit is required at time of booking.
The balance of payment is due by 11 July 2024.

Please send completed form with payment to:

Conference Logistics: PO Box 6150, KINGSTON ACT 2604
E: paige@conlog.com.au

Payment Details

I wish to pay by Electronic Funds Transfer (an invoice will be sent for processing which will contact bank details)

I wish to pay by Credit Card and I hereby authorise you to charge the amount of \$ _____ to my credit card. All credit card transactions will incur a 2% credit card fee.

Please Charge my: MasterCard Visa

Card Number: _____ CCV: _____ Exp Date: _____

Card Holder Name: _____

Card Holder Signature: _____