

APPLICATION TO HOST ANNUAL CORPORATE REGISTERS FORUM

1. Date of application:	
2. Member country (jurisdiction):	
3. Name of organisation (registry):	
4. Brief description of role and functions of organisation (registry):	
5. Address of organisation (registry):	
6. Organisation (registry) website address:	
7. Approximate number of staff in registry team:	
8. Name and title of organisation (registry) head:	
9. Name, title and email address of key contact for this application:	
10. Key contact person telephone number:	
11. Current CRF member Yes/No:	
12. Year your organisation (jurisdiction) joined CRF as a member:	
13. Year(s) the Annual CRF has been attended by representatives from your organisation/country (registry/jurisdiction):	
14. What year(s) does the conference application relate to? ie. When would you like to host?:	
15. Proposed month(s) conference would be held <i>Note: conferences are usually held in February/March/April:</i>	
16. Details of proposed location (City/type of venue etc) <i>Note: over 250 delegates could attend :</i>	
17. Please tell us why you have applied to host a CRF Annual Forum. <i>Have you previously organised a CRF? If not, have you organised a similar conference?:</i>	
18. Government approvals required <i>Please provide details of the approvals required and whether they have been obtained:</i>	

<p>19. Please confirm the following:</p> <p>Yes/No: our Head of organisation has approved and is supportive of this application</p> <p>Yes/No: we understand we are required to organise and staff the conference</p> <p>Yes/No: we understand that the draft agenda and approach must be approved by the Executive Committee approximately 9 months in advance of the conference</p> <p>Yes/No: we understand that formal approval from the Government must be obtained and produced to the Executive Committee approximately (9) months in advance of the conference</p> <p>Yes/No: we understand that the function is self-financing and we are expected to cover the costs of the conference from its receipts/government subsidies/sponsorship. Any surplus arising from the conference shall be transmitted to the general funds of CRF</p>	
<p>20. Financial capability to host CRF (<i>will there be a need to organise the event without any sponsorship and/or are there any restrictions on sponsorships in your registry</i>):</p>	
<p>21. Please tell us the proposed highlights of the event, and mention any feature which is specific to the host jurisdiction:</p>	
<p>22. Do you have any comments on the ease of obtaining flights into the location from a range of locations internationally? (optional):</p>	
<p>23. Any other comments in support of this application:</p>	

Please email your application to Secretariat Corporate Registers Forum corporateregistersforum@gmail.com
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