

ASCEPT ACTIVITY PROPOSAL		
<b>Project title</b>		
<b>Description</b>		
<b>Expected outcomes/ Business Case</b>		
<b>Project leader</b>		
<b>Team members</b> - name and contact details		
<b>Suggested date and times</b>		
<b>Suggested venue</b> - if University, please provide contact details for booking officer		
<b>Anticipated number of attendees</b>		
<b>Budget and cost recovery</b> (attach separate sheet if necessary)		
<b>Guest speakers</b> - suggested speakers and indication of costs to be covered (eg airfare)		
<b>Invitee list to include</b>	<input type="checkbox"/> All ASCEPT members; <input type="checkbox"/> ASCEPT members from this State only; Section members only:	
	<input type="checkbox"/> Clinical Pharmacology	
	<input type="checkbox"/> Experimental Pharmacology	
	<input type="checkbox"/> Toxicology	
	<input type="checkbox"/> Clinical Toxicology	
	<input type="checkbox"/> Drug metabolism, delivery and pharmacokinetics;	
	<b>Members of other Societies/groups as listed below:</b>	
	-	
	-	
	-	
	-	
<b>Notices</b>	Email	
	Paper leaflet	
	Notice board poster	
<b>Handouts</b> - estimated no. pages		

Please complete in as much detail as possible and email to [ascept@clems.com.au](mailto:ascept@clems.com.au)

Each proposal will be acknowledged and a budget calculated by CLEMS based on the information provided. The proposal and budget will be forwarded to the Scientific Advisory Council for comment and approval.

<b>Date of proposal submission</b>	
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