



Terms & Conditions

Payment Policy: Payment is due within 7 days of submitting your registration. If you are registering within 21 days of the conference you will be required to pay with a credit card when registering online.

Confirmations and Tax Invoices: A confirmation with a PDF Tax Invoice will be emailed when you submit your registration. If you pay by credit card a receipt will also be attached.

Currency and GST: All prices are quoted in Australian Dollars (AUD\$) and include GST.

Insurance: The registration fees do not include insurance of any kind. Participants are advised to take out appropriate insurance, including cover for travel, accommodation and personal possessions. Neither the Committee nor Conference Design Pty Ltd covers individuals against the cancellations of bookings for any reason including cancellation or postponement of the conference or for theft or damage to belongings.

Credit Card Payments: Credit card charges appear as Conference Design Pty Ltd on your card statement. When using the online payment system credit cards are processed directly by ANZ eGate and Conference Design does not store or transmit your credit card details. ANZ eGate is a secure and PCI compliant platform.

Registration Cancellation Policy: Registrations cancelled up to 60 days prior to the Conference will be eligible for a **full refund where payment was made online by credit card**. In all other cases a \$150 cancellation fee will be charged. All cancellations must be advised via email to Conference Design. Cancellations notified after this date will not be eligible for any refund, however another person may attend the Conference.

Visas Due to strict visa requirements for the countries listed below, registrations and presentations will not be confirmed until the applicant has obtained a visa.

Benin, Burkina Faso, Cape Verde, Côte d'Ivoire, Gambia, Ghana, Guinea, Guinea-Bissau, Liberia, Mali, Niger, Nigeria, Senegal, Sierra Leone, Togo, Cameroon, Kenya, Somalia, Iran, Pakistan, Algeria, Libya, Egypt.

EFT Payments: Please include the **EFT Reference** shown on your Tax Invoice when submitting an EFT and email Conference Design the details including date, amount and your bank's reference.

- BSB: 017 324
- Account #: 1085 82575
- Account Name: Conference Design Pty Ltd
- Bank: ANZ, Sandy Bay Branch
- Swift Code: ANZBAU3M

Conference Cancellation or Postponement: The members of the Committee and Conference Design Pty Ltd do not accept any liability for losses incurred in the event of the Conference being cancelled or postponed due to an unforeseen event or any other event that renders performance of this conference inadvisable, illegal, impracticable or impossible.

An unforeseen event shall include, but shall not be limited to: an Act of God; infectious disease outbreak, industrial disruptions, service provider failures, governmental restrictions and/or regulations; war or apparent act of war; terrorism or apparent act of terrorism; disaster; civil disorder, disturbance, and/or riots; curtailment, suspension, and/or restriction on transportation; or any other emergency.