

# **TERMS AND CONDITIONS**

# Payment

Payment or proof of payment must be made in order to receive registration confirmation. We encourage payment to be made at the time of registration to confirm your registration and attendance at any social events. The online form will allow payment by credit card (Visa or Mastercard only) or indication that payment will be by EFT/ bank transfer. Please note your registration is not guaranteed until payment is received.

Payment for a registration not received by **Friday 22 April 2022** will require the provision of your personal credit card at the event to guarantee payment and before your conference materials are released.

All payment options are outlined on the registration site and are included in the confirmation email and on the tax invoice. Secure online credit card facilities provided by eWay.



# **Payment Options**

All payment options are outlined on the registration site and are included on the tax invoice. If you are paying by credit card, charges will appear on your statement as coming from "ASHM Surry Hills". Payments are processed through our PCI compliant software and payment gateway eWay. CVV numbers are not stored with your credit card data. If paying by EFT you must accept the bank fees at your end (if applicable). We will not deem registrations as fully paid if we receive them less bank fees.

# **International Credit Cards**

If you are an international delegate and use a credit card for payment, we have the right to ask for a scanned copy of your credit card for proof of authenticity. If a card is not provided or the scan is not considered sufficient, the transaction will be reversed and you will be required to pay via an alternative method for your registration to be confirmed.

# Confirmation

Your record of registration and payment will be sent to you via email automatically upon completion

of your registration. Note: If you did not pay at the time of registration your registration is not confirmed.

### **Registration Cancellations & Amendments**

### Cancellation Requests prior to Thursday 24 March 2022

Registration cancellations and amendments must be notified in writing to the Secretariat. Cancellations or changes received before Thursday 24 March will receive a refund less a 20% administration fee.

### Cancellation Requests after Thursday 24 March 2022

Cancellations received in writing after Thursday 24 March will not receive any refund, if cancellation is for medical purposes we can assist with any documentation required for your insurance claim.

### Conference has to be postponed

In the event that the conference is postponed due to events beyond the control of ASHM & ANZA-SIDM (incl. force majeure) or due to events which are not attributable to wrongful intent or gross negligence of ASHM & ANZA-SIDM, ASHM &ANZA-SIDM cannot be held liable by delegates for any damages, costs, or losses incurred, financial losses, etc.

Under these circumstances, ASHM & ANZA-SIDM reserves the right to retain the entire registration fee and to use it for a future conference.

#### **Registration Substitutions**

As an alternative to cancellation, your registration may be transferred to another person without incurring any penalty. The Conference Secretariat must be advised of the transfer in writing. Please email the name, position, phone and email address of the new delegate to <u>anzasidmconference@ashm.org.au</u>.

### Liability/Insurance

Registration fees do not include insurance of any kind. It is strongly recommended that all delegates take out their own insurance prior to the conference. The policy should include loss of fees through cancellation of your participation in the Conference itself. In the event of industrial disruptions or natural disasters the Australasian Society for HIV, Viral Hepatitis and Sexual Health Medicine and the Australian and New Zealand Affiliate of the Society to Improve Diagnosis in Medicine cannot accept responsibility for any financial or other losses incurred by delegates. Nor can the Secretariat take responsibility for injury or damage to property or persons occurring during the Conference or associated activities. Insurance is the responsibility of the individual delegate.