



Terms and Conditions for Delegates

NOTE

Paying for a P&C representative to attend the conference fits within the constitutional functions and powers of an Association. Attendance at the conference is considered a P&C expense and is able to be paid for from P&C funds. Remember that proposed expenditure of P&C funds must be put forward as a motion and passed at a duly constituted meeting of the P&C.

These terms and conditions have been formulated on the basis that some COVID-19 restrictions, requirements and/or guidelines may be in place at the time the P&Cs Qld State Conference 2025 (Conference) is held on 6-7 June 2025 at the Gold Coast Convention & Exhibition Centre (Venue).

We will endeavour to provide advance notice of any applicable restrictions, requirements and/or guidelines, inclusive of public health rules, but advance notice may not be possible due to the imposition of restrictions, requirements and/or guidelines on short notice.

Conference is organised and run by P&Cs Qld. By registering to attend Conference, you agree to be bound by the terms and conditions set out below. P&Cs Qld reserves the right to amend or replace any of these terms or conditions at its sole discretion and on notice to you by publishing the revised terms and conditions on [P&Cs Qld State Conference 2025 \(eventsair.com\)](https://eventsair.com). These terms were most recently updated on November 2024.

1. Registration and payment

- To register for Conference, delegates must complete an online registration form. Upon successful submission of your completed registration form, a confirmation of registration and tax invoice will be sent to your email address (as set out in your registration form). Please contact pandcsqld@elevatecom.com.au if you do not receive a confirmation email within 24 hours of submitting the registration form.
- You must pay all fees (where applicable), in full to P&Cs Qld prior to the start of the Conference event to the bank account detailed on the tax invoice. If you do not make full payment of the Fee prior to the start of Conference, you will be refused entry.
- Any request to change your registration must be emailed to pandcsqld@elevatecom.com.au. No such requests can be made over telephone. P&Cs Qld reserves the right to refuse the transfer of your registration at P&Cs Qld's absolute discretion without the requirement to provide you with any reasons for such a refusal.

2. Attendance

- Your attendance at Conference is, at all times, at the sole discretion of P&Cs Qld. P&Cs Qld reserves the right to refuse entry, or to request that you leave Conference, without notice for any reason whatsoever. If this occurs, then a refund of the registration fee (where applicable) may be facilitated in some circumstances at P&Cs Qld's sole discretion.
- You must at all times comply with:
 - i. these terms and conditions;
 - ii. all applicable laws;
 - iii. any terms and conditions imposed by the Conference venue listed above (Venue), or any of their employees, agents or contractors; and
 - iv. the P&C Code of Conduct as set out in the Model Constitution.
- P&Cs Qld reserves the right to immediately terminate the registration of any delegate that P&Cs Qld reasonably believes is not complying, or has not complied, with the above terms and conditions.
- It is a condition of entry to Conference that you may be photographed or filmed at the event, and your image may be used on future P&Cs Qld promotional material.
- Participants and attendees of the conference are expressly prohibited from engaging in any form of unsolicited promotion of businesses, products, or services without prior authorization from the conference organisers. Unsolicited promotion includes, but is not limited to, distributing promotional materials, soliciting attendees for business purposes, or engaging in any form of commercial activity without explicit consent. Conference organisers reserve the right to take appropriate action, including but not limited to, removal from the event premises and revocation of conference access. Participants and attendees are urged to respect the purpose of the conference and engage in promotional activities only within the guidelines provided by the organisers.
- Trade exhibitors will have access to lead capture software, which enables them to scan your name badge to obtain your contact details (name, organisation, address, phone number and email). If you allow your name badge to be scanned, you agree to your details being accessed by the exhibitor. P&Cs Qld is not responsible for the subsequent use, disclosure or other handling of your personal information by any exhibitor or any other person who obtains your personal information using the lead capture software.
- P&Cs Qld reserves the right to amend any aspect of Conference in response to any COVID-19 restrictions, requirements and/or guidelines from local, State and Federal Governments without prior notice to you. This includes, but is not limited to, Conference programming, presentation room allocation and layout, catering area location and layout and social function formats.
- Delegates attending Conference will be required to ensure they comply with all public health directions in relation to COVID-19. Delegates must refrain from attending Conference if they experience any symptoms suggestive of COVID-19 or have been in close

contact with someone who has experienced any symptoms suggestive of COVID-19.

- By attending Conference, delegates agree that they:
 - i. will not attend Conference if the delegate is experiencing or has been in close contact with anyone who is experiencing any symptoms of COVID-19 (including but not limited to - sore throat, coughing, shortness of breath, fever or a history of fever (night sweats, chills);
 - ii. will notify a P&Cs Qld staff member if they present with symptoms or display symptoms during Conference and will leave the Venue if asked in order to protect the safety of other delegates and staff;
 - iii. will not attend Conference if they have been instructed to self-isolate for any reason, including, but not limited to: contact with a confirmed COVID-19 case, awaiting test results for COVID- 19;
 - iv. will always practice good hygiene during their attendance at Conference and will adhere to social distancing requirements and public health rules.
 - v. It is suggested that if you feel unwell in anyway, you notify the Conference Organisers and refrain from attending the conference.

3. Cancellations and refunds

- Where permitted, you may cancel all or part of your registration. Notification of cancellation must be made in writing and sent by email (pandcsqld@elevatecom.com.au) to P&Cs Qld.
- Registration is only via the approved online form and full payment is required prior to the event.
- *If registration is not cancelled in writing and you do not attend conference, you are still liable for the Fees applicable*

Registration (only)

- If your cancellation notification is received by P&Cs Qld at least 10 business days or more before the start date of Conference, P&Cs Qld will provide you with a full refund (where/if applicable) of the Fees minus any administration costs (as reasonably determined by P&Cs Qld). No entitlement to repayment arises for cancellations with less than 10 business days of notice.

Registration (including accommodation)

- If your cancellation notification is received by P&Cs Qld at least 30 days or more before the start date of Conference, P&Cs Qld will provide you with a full refund (where/if applicable) of the Fees minus the full accommodation fee for the duration booked and any administration costs (as reasonably determined by P&Cs Qld). No entitlement to repayment arises for cancellations with less than 30 days of notice.

4. Event cancellation, relocation, or postponement

- P&Cs Qld reserves the right to cancel, postpone or relocate Conference for any reason at P&Cs Qld's sole discretion (including, without limitation, by reason of the events listed below (each being a 'Force Majeure Event')):

P&Cs Qld determines, in its sole discretion that:

- i. the venue at which Conference is to be held is unfit for occupancy or otherwise holding Conference;
 - ii. Conference will be materially impacted by reason of the elements (including adverse weather events or natural disasters), industrial action or labour disturbance or restraint, boycott, embargo, injunction, an act of war (whether declared or not) or terrorism, mobilisation of armed forces, civil commotion or riot, emergency declared by a Government agency, action or in action by a Government agency, a failure of a supplier, public utility or common carrier or computer disruption due to the effects of a virus or other malicious code introduced other than through the acts of P&Cs Qld, an epidemic or pandemic (whether or not declared as such by the World Health Organisation) or any communicable disease outbreak or public health emergency (including COVID-19 or any related or derivative strains);
 - iii. any other act, occurrence or non-occurrence has occurred beyond the control of P&Cs Qld that results in Conference being materially impacted.
- Where the above applies, P&Cs Qld may elect, in its absolute discretion, to cancel, postpone or relocate Conference or terminate your registration and function tickets; and:
 - i. P&Cs Qld must notify you of the cancellation, postponement, relocation or termination as soon as possible;
 - ii. where P&Cs Qld has elected to postpone or relocate Conference, any obligation of P&Cs Qld to the you under these terms and conditions will be suspended for the duration of the Force Majeure Event;
 - iii. P&Cs Qld's will not be in breach of these terms and conditions by virtue of the cancellation, postponement, relocation, or termination of Conference; and
 - iv. except as set out in the below clause, P&Cs Qld and each of its officers, employees, agents and contractors will not be liable for any loss, liability, demand, action, claim, judgement, damage, cost, charge or expense (including any legal cost or expense on a full indemnity basis), professional costs and expenses or obligation however it arises and whether based in contract, tort, statute or otherwise, that may be sustained by you as a result of the termination of your registration/function tickets or cancellation, relocation or postponement of Conference.
- In the event of such termination, cancellation, relocation or postponement, you expressly waive any liability of P&Cs Qld and release P&Cs Qld from all claims for damages such that P&Cs Qld will have no further liability to you except to refund to the registration and/or function tickets (where a fee is applicable) for the amount set out in the cancellation policy above.