

Registration Terms and Conditions

1. Definitions

General

- The term **'the Conference'** means the Quarrying & Mining Safety & Health Conference 2021 of the Institute of Quarrying Australia (ABN 69 893 345 889).
- The term **Conference Organiser** means the Institute of Quarrying Australia.
- The term **Conference Manager** means the staff member appointed by the IQA to manage the day to day running of the Conference.
- The term **Vendor** means organisations which supply the Conference Organiser with products and services during the Conference including but not limited to caterers, hotels, venues and transport providers.
- The term **'Participant'**, **'Attendee'** or **'Delegate'** or **'Registrant'** refers to any person who registers and attends or is invited to attend the Conference, including but not limited to paid delegates, complimentary delegates, speakers, sponsors, exhibitors, media representatives and contractors.
- The term **'Speaker'** or **'Presenter'** refers to any presenter or co-presenter, session chair, panellist or co-panellist or session moderator who is participating at the Conference.
- The term **'Sponsor'** includes any person, firm, company or corporation and its employees, representatives and agents identified in the booking form or other written request for a sponsorship item.
- The term **'Exhibitor'** includes any person, firm, company or corporation and its employees, representatives and agents identified on the application form or other written request for exhibition space.
- The term **'Hybrid'** refers to the Conference program being delivered via both face to face and via virtual methods.
- The term **'Virtual'** refers to the Conference program being delivered fully online with no face to face component.

All attendees of the Conference (Delegates, Speakers, Exhibitors, Sponsors or Vendors) must be aware of, and agree to, the Registration Terms and Conditions.

2. Registration

2.1 Payment of registration

2.1.1 The payment of the registration fee is by credit card or Electronic Funds Transfer at the time of registration.

2.1.2 A registration is considered complete when full payment is received by the Conference Organiser.

2.1.3 The Australian Goods and Services tax (GST) at 10% is applicable to all goods and services offered by the Conference. All registration fees listed include GST.

2.1.4 If payment of registration fees is not received by 10 June 2021, the attendee will be required to pay by credit card on the day of the Conference, otherwise the Conference Organiser has the right to cancel the registration.

2.2. Transfer of registration

2.2.1. All fully paid registrations are transferable to other persons from the same organisation.

2.2.2. Transfers can be made by the Registrant in writing to the Conference Manager marketing@quarry.com.au. Details must include the full name of the replacement person, their title, contact phone number and email address. All other registration details will be carried over to the new person unless otherwise specified. Transfer of registration to another person will include the benefits of the original ticket.

2.2.3. Should the new Delegate not require an item previously booked by the original Delegate, the cancellation and refund policy for the item cancelled will apply.

2.2.4. Transfers of registrations notified after 4 June 2021 or at the time of registration at the Conference will incur a \$25.00 name badge re-printing fee.

2.3. Non-attendance/no-shows

2.3.1. No refund will be made for non-attendance at the Conference.

2.4. Dietary requirements

2.4.1. The Conference Organiser will make every effort to accommodate dietary requirements. To ensure requirements can be met, any dietary requirements must be communicated via the online booking process at time of booking. If dietary requirements are not notified accurately via the booking form, the Conference Organiser cannot guarantee that all needs can be met.

2.8. Cancellation of the registration by the Delegate

2.8.1 All cancellations must be made in writing to the Conference Organiser at marketing@quarry.com.au

2.8.2. **Conference cancellations:** Cancellations received on or before 4 June 2021, will incur a \$75.00 administration fee.

2.8.3. **Final date to claim a refund:** Refund claims for cancellations or changes to registrations must be emailed to marketing@quarry.com.au on or before 4 June 2021. No refunds (in part or in full) will be accepted after this date, however a registration may be transferred to another person from the same organisation.

2.8.4. **Processing time for refunds:** Refunds (less applicable administrative fees) will be processed no later than 30 days after the Conference concludes.

2.9. Cancellation of the Conference (by the Conference Organiser)

2.9.1. It may be necessary for reasons beyond the control of the Conference Organiser to alter the times, dates, itineraries or Speakers within the Conference program with notice to Registrants at any time.

2.9.2. In the event of cancellation or postponement of the Conference, the maximum liability of the Conference Organiser is limited to a refund of the Conference registration fee with no additional liability for travel costs, hotel costs, or any other costs or expenses associated with attendance at the Conference.

2.9.3. In the event of cancellation or postponement of the Conference due to circumstances beyond the reasonable control of the Conference Organiser including but not limited to: acts of terrorism, war, acts of God, natural disaster or global health crises, the Conference Organiser cannot be held responsible for any costs, damage or expense which may be incurred by Registrants as a consequence of the event being postponed or cancelled. This includes registration fee and liability for travel costs, hotel costs, or any other costs or expenses associated with attendance at the Conference.

2.9.4. In the event of postponement of the Conference, if the Registrant is willing to attend the rescheduled event, the registration will be transferred to the new dates with the same conditions and registration entitlements provided at the rescheduled event.

2.10. COVID-19 Pandemic

The Conference is intended to take place in a face to face format. Should the COVID-19 pandemic prevent the Conference from going ahead in this format, the following clauses will apply.

2.10.1. The Conference Organiser reserves the right to cancel, postpone or change the format of the Conference if required by Government restrictions or as a voluntary decision.

2.10.2. In the event of postponement of the Conference, if the Registrant is willing to attend the rescheduled event, the registration will be transferred to the new dates with the same conditions and registration entitlements provided at the rescheduled event.

2.10.3. In the event of a change in format to a hybrid event with Delegates attending either in person or online, if the Registrant is willing to attend the event in person then the same registration fees will apply.

2.10.4. In the event of a change in format to a hybrid event with Delegates attending either in person or online, if the Registrant is unable to attend in person, a refund of the difference between the total paid and the virtual fee will be payable. In this event, Registrants may also choose to cancel their registration in full and receive a 100% refund less administration fee, providing notice is received in writing by 14 May 2021.

2.10.5. In the event of a change in format to a fully virtual event, a refund of the difference between the total paid and the virtual fee will be payable.

2.10.6. If a Registrant is unable to attend the Conference due to Government restrictions on travel, they will be given the option to change to an online attendee or cancel their registration as outlined at 1.8, providing notice is received in writing by 14 May 2021.

2.10.7. In the event of cancellation or postponement of the Conference, the maximum liability of the Conference Organiser is limited to a refund of the Conference registration fee with no additional liability for travel costs, hotel costs, or any other costs or expenses associated with attendance at the Conference.

2.11. Insurance

2.11.1. Registration fees do not include insurance. It is strongly recommended that Registrants take out insurance at the time of registration to include any eventuality including but not limited to: loss of fees through cancellation of Registrant's participation in the Conference or through cancellation of the Conference, loss of airfares through cancellation for any reason including airline or related services, strikes, loss or damages to personal property, force majeure or for any other reason.

2.12. Liability

2.12.1. Registrants attend the Conference at their own risk.

2.12.2. Registrants agree not to hold the Conference Organiser liable for any losses, damages, expenses, costs, claims or liabilities suffered or incurred by Registrants including consequential or indirect losses or loss of profit through registering for the Conference, attending the Conference, cancellation of the Conference, failure of the Conference to achieve their expectations, or for any error or omission by the Conference Organiser.

2.12.3. Registrants agree not to hold the Conference Organiser liable or responsible for any personal injury (i.e. physical, psychological or emotional stress) or any loss or damage to personal property.

2.13. Privacy

2.13.1. The Conference Organiser respects privacy and is committed to complying with the Australian Privacy Principles contained in the Privacy Act 1988 and the Privacy Amendment Act 2014.

2.13.2. For details regarding the Conference Organiser's specific privacy practices, for example, related to how they collect, store and disclose information on Delegate lists, what personal information is disclosed to Exhibitors, Sponsors and hotels and how they manage video and photography at the Conference, please read the IQA Privacy and Access to Information Policy.

2.13.3 To assist with your participation in the Conference, your organisation and contact details may be shared with Exhibitors and Sponsors and be included in participant lists and for information distribution in respect to other related events organised by the Conference Organiser. If you object to your details being shared, please inform the Conference Organiser in writing at marketing@quarry.com.au

2.14. Code of Conduct

2.14.1. We expect participants, including Speakers, Sponsors, Exhibitors and Vendors, to abide by the IQA's [Code of Conduct](#) at all conference activities, whether online or in a physical space, including related social events, online communications such as emails, social media and app communications and participation.