

# **Accreditation Matters 2025 Terms & Conditions**

## **Delegate Term and Conditions**

### **Pricing and Payments**

All prices are quoted in Australian Dollars (AUD and fees will be processed in Australian Dollars).

Goods and Services tax (GST) is required to be paid on all registrations and exhibitor packages purchased by Australian residents, where costs state including GST, this is quoted at the current rate at 10%. Any change to the Australian GST price will alter the GST inclusive price. GST is required to be applied to all packages at the rate prevailing at the date of invoicing or payment, whichever is earlier (currently 10%).

Confirmation will only be made upon payment of the full amount.

### **Payment Options**

The preferred payment method is credit/debit card. Accepted credit/debit cards are Visa and MasterCard. Please note all transactions will appear on your statement as NATA AM2025.

Payment will also be accepted by EFT. If you choose this method, you will receive an email with details on how to complete your payment.

### **Early Bird Registrations**

To be entitled to the early registration fee you must have registered and paid by COB May 30, 2025.

### **Delegate Entitlements**

A full (appropriate) registration fee entitles a delegate to the following:

- Access to conference sessions\* over the two days
- Official Event Satchel
- Catering including morning tea, lunch and afternoon tea
- Ticket to NATA Celebration Dinner (Tuesday, July 30, 2025)

\*Registration does not include access to Masterclass Sessions

### **Registration Confirmation**

Your completed registration and successful payment will be confirmed and acknowledged via email. If your email does not come through to your inbox, please check your junk mail.

Should you choose to pay your registration by EFT, you will receive an email with details on how to complete your payment. Registration is only confirmed upon full payment of fees.

## **Refund Policy**

Cancellations must be notified in writing to the event organisers by emailing [events@nata.com.au](mailto:events@nata.com.au).

Registration fees (including additional NATA Celebration dinner bookings):  
Before 30 May 2025 will incur an A\$150.00 cancellation fee. Before 30 June 2025 will receive a 50% refund of fees paid. After 1 July 2025 there will be no refund.

## **EOFY Offer**

To be entitled to the EOFY Offer you must have registered between June 30<sup>th</sup>, 2025, 9:30am and July 1<sup>st</sup> 9:30am.

## **Name Badge**

Each delegate will receive a name badge when they check in at the Event registration desk.

The badge and lanyard will be your official pass to allow entry to conference sessions\* and social functions. You are responsible for always having your badge clearly visible to obtain entry to sessions\* and Gala Dinner\*\*.

Event organisers expect appropriate behaviour from attendees and reserve the right to revoke the name badge and privileges of anyone behaving in an inappropriate manner.

\*Excluding Masterclasses unless purchased separately

\*\*Exhibitor Stand Manning badges do not allow access to the Celebration Dinner

## **Group Registration**

Group registrations are offered to organisations who register 3 or more delegates at one time and will be entitled to a 5% discount. If you do not wish for your payments to be processed all together, please complete the normal registration form.

If names are unknown at time of registration, please specify 'TBC' on the group registration form. Names need to be submitted to NATA at least 30 days prior to the Conference.

Group Registration can only be submitted at time of registration and cannot be applied retrospectively.

## **Accommodation**

Accommodation costs are not included in the conference registration fee, and attendees are responsible for making their own arrangements. NATA has negotiated special fees for event attendees at selected hotels close to the event venue which will be listed on our Event Page.

Bookings for accommodation offered on our Event Page are the responsibility of the booker. NATA is not responsible for hotel cancellations or refunds.

## **Continuing Professional Development (CPD) Points**

By attending Accreditation Matters 2025 sessions, you may be eligible to claim Continuing Professional Development (CPD) points. Please check with your professional association for eligibility.

## **Recordings/Copyright**

The event organiser and NATA reserve the right to use any recordings whether audio or video and/or any photographs taken at any stage during the meeting for promotional, advertising or reporting of the meeting and/or its content at their sole discretion.

## **Privacy Collection Notice**

Your personal information is being collected by NATA and EventsAir.

The following personal information will be collected:

- Name
- Company
- Position
- Contact number
- Email address
- Postcode

Your personal information is being collected for the purposes of facilitating your participation at the event, including the provision of information to you regarding the event.

This includes:

- Planning and conducting the event including arrangements for your participation;
- In the Delegate List published for the event;
- Providing it to the organisers of future occurrences of this event;
- Providing you with information of other relevant events in your area of interest.

If we are not able to collect your information, then we may not be able to provide you with an appropriate level of service in relation to the Event. Your personal information will be disclosed to the following only.

- NATA;
- The event organisers;
- Registered delegates;
- Sponsors and exhibitors\*

\*Information provided to sponsors/exhibitors is discretionary

Access to and correction of personal information and complaints: You can find NATA's Privacy Policy [here](#)

# **Sponsorship Terms & Conditions**

The Terms and Conditions are executed by and between NATA and the sponsor. NATA will take care to fulfil the listed and relevant sponsorship package benefits but notes situations may occur out of their control which may impact certain elements. In this situation, the sponsor will be informed in a timely manner.

## **NATA's Obligations**

NATA will provide the sponsor with the sponsorship opportunity set forth in the Sponsorship & Exhibitor Prospectus. NATA does not make, and specifically disclaims, any representations or warranties regarding the success or failure of such sponsorship opportunity for the sponsor. NATA grants to the sponsor a limited, temporary licence to use the NATA logo, artwork, or other advertising and marketing material officially provided by NATA for the agreed promotional period and the event itself.

## **Sponsor Obligations**

Following NATA's receipt of the Confirmation and Acknowledgement form, the sponsor shall pay the full sponsorship costs to NATA with the 30-day trading term period. The sponsor grants to NATA a limited, temporary license to use any such logo, artwork, or other advertising and marketing material for promotion elements as part of the sponsorship agreement inclusions.

The sponsor is responsible for the supply, erection and dismantling of any display banners (as agreed under their sponsorship package) supplied and erected at the venue and must confirm with the Accreditation Matters Organising Committee prior to the event.

The sponsor will indemnify and hold harmless NATA for any third-party claims for breach of any intellectual property rights which might be made against the Company for using any such logo, artwork, or other advertising and marketing.

## **Indemnification**

The Sponsor will indemnify and hold harmless NATA, its officers, directors, members, employees, and agents, from and against any claims, actions or demands, including, without limitation, all reasonable attorney's fees, due to or resulting from sponsor's breach of these Terms and Conditions, the Sponsorship Agreement, or sponsor's (or its agent's) wilful misconduct, fraud, or negligence. NATA will indemnify and hold harmless the sponsor, its officers, directors, members, employees, and agents, from and against any claims, actions or demands, including, without limitation, all reasonable attorney's fees, due to or resulting from sponsor's breach of these Terms and Conditions, the Sponsorship Agreement, or sponsor's (or its agent's) wilful misconduct, fraud or negligence.

# Exhibitor Terms and Conditions

NATA will take care to fulfil the listed and relevant exhibitor package benefits but notes situations may occur out of their control which may impact certain elements. In this situation, the exhibitor will be informed in a timely manner.

All property and display materials under the control and custody of the exhibitor are understood to remain under the control and custody of the exhibitor and therefore the total responsibility of the exhibitor in relation to insurance protection and coverage in transit to, within the confines of the exhibition boundaries and in transit to and from the confines of the exhibition venue and its boundaries and for the total duration of an event from the commencement of the set up through until an event site is vacated.

NATA is not responsible for any damage to or loss of goods of the exhibitor or its staff, agents or contractors due to any reason whatsoever. Exhibitors are not permitted to connect or otherwise interfere with other than approved electrical, gas, water or other fittings within the ICC venue.

Please note sponsors and exhibitors are bound by the requirements and terms and conditions of ICC Sydney. Links to this information can be found in the Exhibitor Manual. As part of ICC venue requirements, all exhibitors are obligated to provide proof of currency of public liability insurance in accordance with the date set out in the event specific terms and conditions.

## Exhibitor Responsibilities

The Exhibitor is responsible for the supply, erection and dismantling of any table displays or banners supplied and erected at the venue and must confirm inclusions with the Accreditation Matters Organising Committee prior to the event.

Exhibitor table location selection will be made closer to the event. While exhibitors may have the opportunity to nominate a desired location, initial preferences will be given to Platinum and Gold Sponsors, and all other locations will be at the discretion of the Accreditation Matters Organising Committee (AMOC)

The exhibitor acknowledge that event sites can be hazardous. Exhibitors are required to take due care and attention to prevent injury and property damage. NATA cannot be held responsible nor liable for damage caused by the act or omission of an Exhibitor. The Exhibitor, its staff, agents, licensees, contractors or subcontractors will be responsible for always complying with workplace health and safety standards.

Exhibitors, contractors, delivery drivers, etc. must wear high visibility vests and closed in shoes during the set up and bump out hours of an event. Children are not permitted on site at a venue during set up and bump out times.

## **Sponsor and Exhibitor Cancellation and Refund Policy**

Cancellations must be notified in writing to the event organisers by emailing [events@nata.com.au](mailto:events@nata.com.au).

Registration fees (including additional NATA Celebration dinner bookings):  
Before 30 May 2025 will incur an A\$150.00 cancellation fee. Before 30 June 2025 will receive a 50% refund of fees paid. After 1 July 2025 there will be no refund.

If a sponsor or exhibitor seeks to cancel its sponsorship or exhibitor package, and where the sponsorship/package or exhibitor place can be resold, all monies paid to that date will be refunded in full less any expenses incurred. The total liability of the organisers will be limited to that amount.

If not able to be resold, the company will be liable to pay the following fees:

- 50% of the total sponsorship or exhibitor fee if the cancellation request is received in writing before 30 May 2025.
- 100% of the total sponsorship/advertising or exhibitor fee if the cancellation request is received in writing after the 1 July 2025.

## **Access to Delegate List**

Please note only Platinum and Gold Sponsors have access to the Accreditation Matters 2025 delegate list and this information only includes delegate name, organisation and state.

## **Disclaimer**

This information is correct at the time of publishing. Event organisers reserve the right to delete, modify or alter items or to delete, modify or alter any aspect of the conference agenda and delivery at their sole discretion and without notice. Neither the host organisation nor the event organisers will accept any liability for any loss or inconvenience caused to any party consequent to such change.

