

Registration Terms & Conditions



Code of Conduct - Personal

- The MESC will present opportunities to learn, share knowledge and network. We believe the event should represent a safe, enjoyable and inclusive environment for all people, irrespective of gender, race, ethnicity, age, sexuality, religion, disability, socio-economic background, experience, size, shape etc. Harassment, bullying or abuse or any such behaviour will not be tolerated and action will be taken as deemed necessary by the Organisers
- Political statements, imagery or merchandise is not permitted at the Conference
- Disregarding this code of conduct will require immediate removal from the event and a prohibition from attending future MESA events

Payment Policy

- It is a condition of registration that full payment is received within invoice terms. For registrations received within 7 days of the conference, full payment is required prior to the commencement of the event. Non payment of a registration does not constitute a cancellation.

Payment of Registration

Payment is required to be made within invoice terms of 7 days.

- Early registration payment must be received by Tuesday 6 May. Any early registrations not paid by this date will be automatically updated to a standard registration and an updated invoice will be provided to the attendee for payment.
- Standard registration payment must be received by Wednesday 28 May. Any standard registrations not paid by this date will be automatically updated to a late registration and an updated invoice will be provided to the attendee for payment.

Included Sponsor & Exhibitor Registrations

- Confirmed sponsors and exhibitors will be provided a link to the Included Sponsor & Exhibition registration site. If you do register with an attendee registration and require an update or change to this registration, a cancellation or change fee will be charged.

Shared Registrations

- Should you wish to use your included sponsor / exhibitor or purchased attendee registration(s) as a shared registration, you will need to get permission by the Event Organiser in writing by 4 days prior to the event. If approved, you will need to provide a staff roster for the shared registration prior to the conference.
- Shared registration will incur an additional \$75 administration fee per company. After any confirmation of shared attendees, any further changes will incur a \$50 per person change fee.

Monday 2 June to Wednesday 4 June 2025
SOFITEL BRISBANE CENTRAL

- The process for shared registration onsite is as follows:
 - Name tags are printed with the Organisation Name only. There will not be multiple name tags issued in staff names.
 - The registration receives only one set of attendee inclusions i.e. satchel, shirt, networking function ticket, catering, programme book etc.
 - The first staff member will collect the shared name tag from the registration desk and be marked off the roster by the registration desk staff.
 - The staff member leaving will hand the shared name tag back into the registration desk, and the new staff member coming will need to collect it from the desk to be marked off the roster
 - The name tag will be left at the registration desk overnight for collection the next morning

Cancellation Policy

- Cancellations must be advised to the MESC office in writing. Charges will apply for cancellations:
 - Cancellations advised in writing by Tuesday 29 April will receive a refund of the registration fee, less an administrative charge of \$150
 - Cancellations advised in writing from Wednesday 30 April will not receive a refund. The registration can be transferred to a colleague
 - Registrations are transferable to a colleague at any time prior to the event provided the Event Organiser is advised in writing.
- Non-payment or non-attendance does not constitute a cancellation - payment is still required

Accommodation Booking Policy

- Full prepayment and a valid credit card guarantee are required to confirm your accommodation booking
- The hotel requires a credit card on file for incidentals. Provided credit card details will be passed onto the hotel
- Cancellations or amendments made from Tuesday 28 April will incur a 100% cancellation fee
- No shows will be charged a 100% cancellation fee

Conference Postponement or Cancellation

- Conference Postponement: In the event of a postponement all bookings will automatically be transferred to the new conference dates. All components of your booking including sponsorship/booth, registration, social function tickets, and accommodation bookings will also be transferred. If you are unable to attend on the new dates, you may contact the Event Organisers to obtain the relevant cancellation policy
- Conference Cancellation: In the event of the cancellation of the conference, all bookings and associated components of attendance will be cancelled and amounts refunded in full

Name Badges

- Attendees are required to wear their name badge at all times as they allow access to all Conference sessions and catering. Those not wearing name badges will be asked to see Registration Desk staff for re-issue.

Imagery / Footage

- By participating in this conference, you acknowledge and agree to grant MESC Queensland, MESA Inc and Absolute Events & Marketing the right to record, film, live stream, photograph, or capture you in any media now available or hereafter developed and to distribute, broadcast, use, or otherwise to disseminate, in perpetuity, such media without any further approval from you

Privacy Policy

- Your privacy is important to us. Your personal information will be used by the Event Organiser and the Event Host in accordance with this privacy policy. If you are from a European country, we will comply with the European General Data Protection Regulations (GDPR) excluding the below requirements for authorised personnel to have access to your data.
- Information collected will include name and contact details, attendance and/or presentation details, accommodation booking data (including check in and out details). A secure portal allows for only authorised personnel to access any credit card details and/or financial details. Speakers should be aware that their biography, photograph, position, organisation and presentation summary will be published on the event website, as well as use in marketing and media (including digital) channels to market the event.
- The Event will collect and store information you provide in the Registration Form for the purposes of enabling the Host and the Event Organiser to: Register your attendance at the event; assist with administrative and planning purposes; facilitate your requirements in relation to the event; and allow the compilation and analysis of statistics relevant to the event; plan and develop conferences and other events in the future. The information that you provide in the Registration Form and information provided at any other time during the event, including without limitation any feedback obtained during the event, will be used by the organisation to offer, provide and continue to improve its events and other services.

Insurance & Liability

- Neither the Event Organiser nor the Organising Committee accepts any responsibility for loss or damage, theft, injuries/accidents or any other relevant matters. Attendees should make their own arrangements with respect to personal or business insurances

Disclosure of Personal Information to Third Parties

- Your information which is collected via your registration (such as your position, organisation, location and your email address) may be disclosed to the Host and Event sponsors, exhibitors and attendees. We will not, without your consent, use or disclose your personal information for any purpose unless this is permitted or required by law. If you are booking accommodation or other relevant activities, your personal data will be disclosed to hotel and activity provider to facilitate your bookings.
- Attendee may withhold consent for disclosure of their contact details to sponsors, exhibitors or attendees by emailing mesconference@absoluteevents.com.au before Friday 16 May.

Event App

- Your First Name, Last Name and Organisation will be shared on the conference app with all attendees. These details, along with your provided address, will be shared with exhibitors you connect with via the app. You will receive your login details to the app prior to the event and you will be able to adjust your profile and set your sharing preferences.

Disclaimer

- All best endeavours will be made to present the conference as intended and promoted. MESA Inc and its agents reserve the right to alter without prior notice, any of the arrangements, timetables, plans or other items relating to the event, for any cause beyond its reasonable control. MESA Inc and the Event Organisers are not liable for any loss or inconvenience caused as a result of such alteration. In the event of unforeseen circumstances, the MESA Inc and the Event Organisers do not accept responsibility for loss of monies caused by delays. Participants are advised to take out personal travel insurance and to extend their policy to cover personal possessions. The conference does not cover individuals against cancellations of bookings or theft or damage to belongings
- Information in the prospectus and the booking form is correct at the time of release but the Event Organisers and MESC Queensland Organising Committee reserve the right to alter information

Changes to Terms and Conditions

- Absolute Events & Marketing Pty Ltd as agent for Mine Electrical Safety Conference Trust Pty Ltd and the Organising Committee reserve the right to change these Terms and Conditions. Should any changes occur to the Terms and Conditions attendees will be notified via email.