

# **2019 PCA Registration Terms and Conditions**

All prices quoted are in Australian dollars and are inclusive of GST.

Accounts paid by credit card will incur a merchant fee of 1.25% for MasterCard, 1.65% for VISA, 3.03% for American Express and 3.45% for Diners Club International. Please note that these fees are non-refundable.

# **REGISTRATION CANCELLATION**

By completing and submitting the registration form, you are indicating your intention to attend the 2019 Costa PCA Conference and you will be liable for a cancellation fee if you are unable to attend.

Registration cancellations must be sent in writing via email, to All Occasions Group, <u>conference@aomevents.com</u>. Registration cancellations received up to 30 days prior to the Conference will receive a full refund, less a \$120 cancellation fee. Registration cancellations received less than 30 days and up to seven days prior to the Conference will receive a 50% refund. No refunds will be given for registration cancellations received within seven days of the Conference; however, a substitute delegate may be nominated. Refunds from any deposits forwarded to hotels, tour companies or other related business will be at the discretion of the supplier.

Alterations or cancellation of hotel accommodation must be sent in writing to All Occasions Group, not to the hotel. Please refer to the cancellation conditions for each hotel. You will be required to accept these terms and conditions when completing the registration form. If you do not accept to the terms and conditions, accommodation will not be reserved.

# EARLY BIRD POLICY

Payment of Early Bird registration fees are required by the Early Bird cut-off date to qualify for the rate. After the Early Bird due date, all unpaid Early Bird registrations will automatically roll over and the delegates will be charged at the regular rate. Admission to the Conference and all social functions may be refused if payment has not been received.

#### **PRIVACY POLICY**

In accordance with the requirements of the Australian Privacy Act 2000, the All Occasions Group (encompassing All Occasions Group and All Occasions Travel) complies with such legislation which is designed to protect the rights of the individual to privacy of their information. All information collected with respect to your registration for participation in this Conference will only be used for the purposes of planning, conduct of the event, or communication regarding future events. These details may be made available to parties directly related to the Conference including, but not limited to, the All Occasions Group, venues, accommodation and travel providers (for the purposes of room/travel bookings and Conference options), key sponsors (subject to strict conditions) and other related parties as deemed necessary.

It is also usual practice to produce a 'Delegate List' of attendees at the Conference, and to include an individual's details in such a list. By completing the registration form, you acknowledge that the details supplied by you may be used for these purposes. It is your responsibility to ensure that all information provided to the All Occasions Group is accurate and kept up–to–date. To access or update your information, please email the All Occasions Group on conference@aomevents.com.

# LIABILITY

In the event of industrial disruptions or natural disasters, Protected Cropping Australia, and the All Occasions Group cannot accept responsibility for any financial or other losses incurred by the delegates. Protected Cropping Australia and All Occasions Group take no responsibility for injury or damage to persons or property occurring during the Conference. All insurance, including medical cover, or expenses incurred in the event of the cancellation of the Conference is the individual delegate's responsibility. Attendees are encouraged to choose a travel insurance policy that includes loss of fees/deposits through cancellation of your participation in the Conference, or through the cancellation of the Conference itself, loss of airfares for any reason, medical expenses, loss or damage to personal property, additional expenses and repatriation should travel arrangements have to be altered. The Conference Secretariat will take no responsibility for any participant failing to take out insurance.

## **CONFERENCE PHOTOGRAPHY**

By attending the Conference /event you have registered for, you grant both All Occasions Group and the Conference Organising Committee, the right to use any recordings whether audio or video and/or any photographs taken at any stage during the Conference for promotional, advertising or reporting purposes at their sole discretion.

## DISCLAIMER

The Conference program and registration information is correct at the time of production; however, organisers reserve the right to change information where necessary. Conference organisers reserve the right to cancel or vary activities if minimum numbers are not reached.